

Secretary:
Alison Ellis
The Dovecote
1a Main Street, East Leake
LE12 6LE



Tel: 07882289083

Fax: 01509 734322

Email: secretary@nottinghamshirelpc.co.uk

<http://psnc.org.uk/nottinghamshire-lpc/>

THE 120th MEETING OF THE COMMITTEE WAS HELD AT
RAMSDALE PARK GOLF CLUB, OXTON ROAD, CALVERTON
WEDNESDAY 15TH NOVEMBER 2017 AT 9.30AM

Present

In the Chair: Rob Severn (RS)

Chief Officer: Nick Hunter (NH)

Secretary: Alison Ellis (AE)

Members: Lyndon Close (LC), Linda Ferguson (LF) – arrived at around 10am, Aalam Kassam (AK), Ankish Patel (AP), Vijay Pujara (VP) – arrived at around 10.30am, Jon Such (JonS), James Sutcliffe (JS),

Attending

- Jez Alcock, CEO, Healthwatch Nottingham
- Hester Kapur, Evidence and Insight Project Manager, Healthwatch Nottingham
- Annie Loveday, Lead Nurse, CGL Nottinghamshire

Apologies

- Garry Myers, PSNC Regional Representative
- Barbara Brady, Nottingham City Public Health
- Tracy Lack, Healthwatch Nottingham
- Michelle Peet, NHIS
- Michelle Livingstone, Healthwatch Nottingham
- Gordon Heeley, LPC member
- Dave Fernley, LPC member
- Dayaram Mistry, LPC member
- Ceri Fowler, LPC member
- Sunny Dhain, LPC member
- Ketan Chandi, LPC member

Observer

Sadia Rajah, NUH Trust Pharmacy

Strategy plan - Attachment 1

- Members reviewed during the meeting – any outstanding items to be covered at the end of the meeting

Building Alliances

NHSE

Frontline pharmacy strategy event – need to consider future items

	<p>Public Health NH to present to the PH team on pharmacy at their senior leadership team meeting in December</p> <p>CCGs Greater Notts meds man – 23.11.17 – LC attending with NH</p> <p>Contractors Training plan – meeting Liam on 30.11.17 (AP/NH/AE)</p> <p>Secondary care Discharge Summary – Sadia going to contact Patrick Wilson and ask if there is anything that LPC can do to help move this along</p> <p><u>Develop, Empower, Deliver</u> Member skill mix – new committee to have a follow up to team building / leadership session – contact Liam – need to run with the new committee, so May 2018 onward. Include in the wider training proposal</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: AE / NH to contact Liam Stapleton re doing a follow up session around team building / leadership for the newly formed committee in May 2018</p> </div> <p><u>Governance</u> Staff appraisal – to be done asap – 6-month review</p>
1	<p>1.1 Apologies for absence</p> <ul style="list-style-type: none"> ➤ Dave Fernley ➤ Gordon Heeley ➤ Dayaram Mistry ➤ Ceri Fowler ➤ Sunny Dhain – secondment to Rushcliffe CCG ➤ Ketan Chandi <p>Reminder to members that apologies need to be given in a timely manner</p> <p>1.2 Acceptance of the minutes from 21st September 2017 - Attachment A1 The minutes were agreed and signed as a true and accurate record of the meeting held on 21st September 2017. Minutes will be added to the LPC website.</p> <p>1.3 Action points from 21st September 2017 – Attachment A2</p> <p>1.3.1 <u>Links on the website and newsletter for Pharmacist Support</u> This was added to the November newsletter</p> <p>1.3.2 <u>Newsletter article reminding contractors not to verbally abuse staff they are calling for advice at PSNC / CCG / NHSE.</u> Included in the November newsletter</p> <p>1.3.3 <u>Treasurer logging time and paying honorarium</u> Done</p> <p>1.3.4 <u>Declarations</u> JS has sent though revised form to AE and JonS – added to the LPC website. Only outstanding form is CF.</p> <p>1.3.5 <u>Training meeting notes</u></p>

AE circulated the training notes and future plan to the LPC members

1.3.6 Contractor numbers for LPC elections

AE has contacted NHSE and received the list of contractors correct on 31.10.17. Member numbers have been sent to CCA and AIMp.

1.3.7 Evidence of flu vaccination false claims from gp practices

Nothing was received after the meeting as it went very quiet due to NHS England sending out a letter

1.3.8 Invite Pharmacist Support to attend an LPC meeting to help support contractors

AE has not invited yet but this will be done for the next available meeting

Action: AE/NH to invite Pharmacist Support to attend an LPC meeting

1.3.9 Expense Policy

AE has not received the revised expense policy through yet. AE to chase GH for this and then add to the members area of the website

Action: GH to finalise the changes of expenses and then AE to add to the LPC member area of the website

1.3.10 NZ to send through details for the POD pilot to NH to review

Nayna has sent through some information regarding the pilot

- started in Keyworth.
- Not started at Castle Practice yet.
- Concerns because Keyworth Medical Practice own a pharmacy in Keyworth – asked for the CCG to review governance to avoid script direction, and the perception of direction EPS and eRD – not heard anything back, although national roll out so the CCGs will have to do something soon. NH / LC to raise at Greater Notts Meds Man meeting on 23 November 2017.

1.3.11 NH/AP to work with Patrick Wilson, NUH on Discharge Summary info via PharmOutcomes

Nothing has been received – AE to chase this up with Patrick Wilson and Sam Travis. Also, Sadia said that she would chase this up with NUH.

Discharge summary transfer is going well in Chesterfield – they have got full interoperability Sherwood Forest hospital is doing well but slower than Chesterfield. NUH have struggled as at the moment having to manually input the discharge information - need full interoperability between NUH system and PharmOutcomes.

Action: NH/AP to work with Patrick Wilson, NUH, and Sam Travis, NHS England, on Discharge Summary info via PharmOutcomes

1.4 Declarations of Interest for any item on the agenda

- *If any member has any personal or pecuniary interest whatsoever in any matter, they should declare it or not actively contribute to the discussion unless asked by the rest of the committee to provide factual information to aid their understanding. In either case they should not vote on the item*

<p>2</p>	<p>Governance Items</p> <p>2.1 Sub groups – (40 mins)</p> <p>a) Governance update</p> <p>➤ <u>Declarations for 2017/18 – outstanding from CF - Attachment B</u></p> <p>Still waiting for Ceri to complete a declaration form (not been present at LPC meetings)</p> <p>b) <u>Training update</u></p> <p>➤ Next meeting – January 2018</p> <p>Waiting for meeting with Liam – organising for Nov / Dec 2017</p> <p>c) <u>Finance update</u></p> <p>Budget template has been sent to all sub committees</p> <p>d) <u>Media / Communication – GH/LC</u></p> <p>No further update</p> <p>2.2 <u>LPC elections update – 31.10.17</u></p> <p>242 contractors</p> <p>28 AIM</p> <p>118 CCA</p> <p>96 Ind</p> <p>Therefore, committee of 13 members gives 2 AIM, 6 CCA, 5 Ind according to the PSNC Excel formula</p> <p>2.3 Committee decision regarding CCA places</p> <p>CCA members to discuss how they wish to progress as they will have 2 CCA member apologies for the next couple of meetings due to CF and SD work commitments.</p> <p>SD seconded into the Rushcliffe CCG – career break from Tesco -</p> <p>CF – member of staff not well – he is aware that he has missed a few meetings. CF going to speak to CCA and see if need to change the representative.</p> <p>CCA members recommended that because CCA members will all be applying for the CCA positions again for next year felt that this was not an immediate concern. SD and CF are in contact with NH and RS around these issues.</p>
<p>3</p>	<p>NHS Contract Matters</p> <p>Applications summary spreadsheet SYB – nothing received</p> <p><u>3.1 New contracts-Routine</u></p> <p>Application for inclusion in a pharmaceutical list in respect of distance selling pharmacy</p> <p>By: Nup S Corporation Ltd</p> <p>At: 61 Annesley Road, Hucknall, Nottingham, NG15 7DR</p> <p>Closing date: 28th December 2017</p> <p>Member comments</p> <ul style="list-style-type: none"> - Mentioned locally under the delivery method – states have a delivery van for the local area and courier for national. Why has he got a change in standard of delivery? Company already have a distance selling pharmacy in Arnold Business Park, so why do they need another contract so close if they are not intending on focussing on “local”. <p><u>3.2 New contracts-Excepted</u></p> <p>Nothing received</p> <p>DAC applications</p>

Contract applications received from other areas

Nothing received

3.3 Litigation

3.3.1 - none

3.4 Decisions

3.4.1 Change of ownership

From: Knights Chemist

To: Norchem Healthcare Limited

At: Unit 4 9 Bestwood Park Drive, Rise Park, Nottingham, NG5 5EJ

Approved 09.10.17

3.4.2 No significant change relocation

By: Kian's Ltd

From: Unit B, 67 Scrooby Road, Harworth, DN11 8JD

To: 105 Scrooby Road, Harworth, DN11 8JD

Approved 13.10.17 (not sure if seen the application – no record of this)

3.5. Responses received

Nothing received

3.6 Amendments to the list

3.6.1 Change of ownership

From: Knights Chemist

To: Norchem Healthcare Limited

At: Unit 4 9 Bestwood Park Drive, Rise Park, Nottingham, NG5 5EJ

From 22.09.17

3.6.2 Pharmacy Closure

By: WR Evans Healthcare Ltd T/A Peak Pharmacy

At: 96 Derby Road, Stapleford, NG9 7AD

Closed from 06.10.17

3.6.3 Change of hours

By: Lloyds Pharmacy Ltd

At: sainsburys Store, Nottingham Road, Mansfield, NG18 1BW

Withdrawn application for change in Sunday hours

Sunday opening hours will be remaining as 10am – 4pm

3.6.4 Change of hours

By: WR Evans Healthcare Ltd

At: Ladybrook Pharmacy, 18 Ladybrook Place, Mansfield, NG18 5JP

From 20.11.17

<u>Please note the change of core hours</u>	
From: Mon – Fri 9am – 5pm	To: Mon – Fri 9am – 1.30pm & 2pm – 5.30pm

Total opening hours as of 20/11/2017 (Core & Supplementary)
Mon – Fri 9am – 1.30pm & 2pm – 5.30pm
Sat 9am – 1pm

3.6.5 Change of hours

By: Boots Pharmacy

At: 11-19 Parliament Street, Nottingham, NG1 3QS

From 30.10.17

<u>Please note the change of supplementary hours</u>	
From: Mon, Tues 8am – 9am & 2pm – 3pm & 5pm – 6pm Weds, Thurs, Fri 8am – 9am & 2pm – 3pm & 5pm – 7pm Sat 8am – 9.30am & 2pm – 3pm & 3.30pm – 7pm Sun 11am – 5pm	To: Mon – Fri 8.30am – 9am & 2pm – 3pm & 5pm – 7pm Sat 8.30am – 9.30am & 2pm – 3pm & 3.30pm – 7pm Sun 11am – 5pm

Total opening hours as of 30/10/2017 (Core & Supplementary)
Mon – Sat 8.30am – 7pm
Sun 11am – 5pm

3.6.6 Change of hours

By: WR Evans Healthcare Ltd

At: Ladybrook Pharmacy, 18 Ladybrook Place, Mansfield, NG18 5JP

From 20.11.17

<u>Please note the change of supplementary hours</u>	
From: Mon, Tues, Thurs, Fri 5pm – 6pm Sat 9am – 1pm	To: Mon – Fri None Sat 9am – 1pm

Total opening hours as of 20/11/2017 (Core & Supplementary)
Mon – Fri 9am – 1.30pm & 2pm – 5.30pm
Sat 9am – 1pm

3.6.7 Change of hours

By: Boots Pharmacy

At: 1-3 Commercial road, Bulwell, NG6 8HD

On 10/12/2017, 17/12/2017, 24/12/2017

<u>Please note the one off changes to supplementary hours</u>	
From: Sun - Closed	

	<p>3.6.8 Change of ownership From: Lev Piddubriwnyi T/A L P Pharmacy To: L P Pharmacy Ltd T/A L P Pharmacy At: unit 3 Compton Acres Shopping Centre, West Bridgford, NG2 7RS From 01/11/17</p>	<p>To open on the following Sundays: Sun 10/12/2017 10am – 4pm Sun 17/12/2017 10am – 4pm Sun 24/12/2017 10am – 4pm</p>	
<p>4</p>	<p>Treasurer’s report – GH 4.1 <u>Finances September / October 2017 – Attachment C1, C2</u> GH specifically asked that members check the accounts against their claims and errors need to be reported to him asap.</p> <p>4.2 <u>Cashflow – Attachment C3</u> Current forecast is £46,000 underspend. Need to look at whether give levy holidays at the January 2018 meeting as depends on what support is needed for quality payments next year. Contracting with Michelle re HLP has helped and need to look at this for future months Also – other marketing expenditure needs to be considered, such as a campaign next year for Flu vaccines? PSNC levy 2nd half has been paid this month.</p> <p><u>Budgeting for next year:</u> GH will be in touch with chairs of various sub-groups to start process. GH has sent detailed instructions through by emails to the subcommittee leads</p>		
<p>5</p>	<p>PNA consultation documents</p> <p>45 mins in groups according to members knowledge – only time together during the consultation period to discuss - Attachment D1 and D2 Not received the official consultation through yet – should have been Monday 13th November. NH will chase up during the meeting and if not received then will be sent through to members - may need a sub group to go through PNAs if consultation finishes before the next LPC meeting.</p>		
<p>6</p>	<p>Chief Officer / Chair reports –</p> <p>Chair report – Attachment E 6.1 <u>Leaders Forum – 27/09/17 – RS</u> Invited by PSNC to attend – Email – Leadership forum group been set up SY starting discussions re merging / co-working - Bassetlaw contractors will need to decide where they wish to be represented – Notts or Doncaster MP – MP briefing session – Robert Jenrick and Lillian Greenwood may be attending – RS attending</p> <p>6.2 <u>LPC Chairs and Chief Officers Meeting – 31.10.17</u> Gordon Hockey presented re current DH consultations and potential for unintended consequences if considered in isolation. Also talked about 56 / 84-day prescribing Central Hub dispensing Different contract for DSP – arguing against, especially if CCGs get control of pharmacy budget or dispensing fees devolved to CCGs / local</p>		

All further drives the need to change how pharmacy is paid
Difference in the political aspects for pharmacy in Scotland and Wales – why??
Fragmented – example of Circle working to different contracts for CCGs and having to ask the patient which practice they are under and then working out if they can give that care. Patients being sent to different places due to who has contract.
1st responders funded by Rushcliffe CCG – attend patients before the ambulance and try to keep out of the hospital – can direct to other services.

6.3 LPC Conference 2017 – 01.11.17 (GH, AK, RS, NH,)

AK and GH attended - Best part is being able to share info with other LPCs.
In process of recruiting for new Chief Executive – advert in Guardian
PSNC have recently moved offices to cut costs
Changes to data protection next year – if comply properly now then should be ok. More onerous to prove that complying. Not been considered in a health environment

Newsletter – flag up changes in data protection law

6.4 Quality Payments

➤ declaration data by LPC area – <http://www.psn.org.uk/QPSstats> – for information

➤ QPS dashboard created by Darren Powell – Attachment F

Different way of looking at data – biggest area of challenge is the patient safety reporting. Need to achieve at one declaration point so assume contractors will probably be going for November 2017

6.7 Patient Safety Report

LPC to decide what further support might be required by contractors and how best it might deliver
<http://psnc.org.uk/wp-content/uploads/2017/10/Completion-of-the-Patient-Safety-Report-Quality-Criterion.pdf>

Some members have been reporting and have found no trends. Multiples have in-house systems.
NH reported he had no contractors contact him for help – the Patient Safety Group guidelines and tool are very good and the LPC recommends this as the first approach to contractors.

Action: LPC website – have some examples of good practice and include link on the newsletter with info. Also, if want to share findings through the LPC.

Action: AK to send through an example report

➤ Medicines Safety Newsletter Issue 1 - October 2017 – Attachment G – for information

6.6 PSNC research

Ashridge Research – Doncaster and Rotherham CCGs and NHS England SY were part of this
There are 2 major barriers

- Lack of integrated working and funding
- lack of electronic record sharing

Advised members to read this report

Across NHS England and CCGs have very good understanding of what pharmacy does and can do
Other stakeholders and local authority – poor understanding of pharmacy and these are the organisations that contract pharmacy services

6.7 NUMSAS update and request for feedback

Data from NHS England on the NHS Urgent Medicine Supply Advanced Service (NUMSAS) pilot has revealed that, between December 2016 and July 2017, 12,982 items have been supplied by community pharmacies as part of the service. NHS England is also now inviting community pharmacy contractors, pharmacy teams and LPCs to provide feedback on NUMSAS. Find out more at: ow.ly/7yZA30fVXbj

	<p>Too complicated – contractors use the local scheme where possible Any members that have completed NUMSAS asked to feedback via link above. Funded through Pharmacy Integration fund – underspent. There are some areas that have only just gone live – problem with NHSnet email addresses</p> <p>6.8 <u>PSNC pharmacy winter campaign day 21.11.17 – Attachment I</u> RS attending</p> <p>6.9 <u>Health Scrutiny Committee 9th January 2018 (10:30 am)</u> NH asked to present to the committee on the work of LPC and pharmacy Going to do in collaboration with Sam Travis ref LPN</p> <p>6.10 LPF – email from RPS asking for more information – RS to reply to this</p> <p>6.11 Derbyshire LPC – appointed new chief officer – Graham Archer - retiring</p>
7	<p>Members reports</p> <p>7.1 <u>Alex Norris MP visit to Mistry Pharmacy (DM) 03.10.17 – Attachment J</u> AE to ask the office where they sent the information and if not sent to local press then AE to send this through along with support from MP’s at the PSNC briefing day.</p> <div data-bbox="272 898 1523 1010" style="border: 1px solid black; padding: 5px;"> <p>Action: AE to contact Alex Norris’ office and ask where they sent the press release information - if not sent to local press then AE to send this through along with support from MP’s at the PSNC briefing day</p> </div> <p>7.2 <u>Antibiotics awareness</u> LC had a slot on the BBC Radio Nottingham and Trust Pharmacy were on BBC news</p>
8	<p>Tenders and bids / Consultations / Service Opportunities</p> <p>8.1 <u>Self care referral in North East – NHS 111 direct referral.</u> Trying to contract on SLA only – argument is that it’s part of the national framework - definitely not part of the national contract so will need to go through standard NHS contract. Easier to do this way but creates risk for pharmacy re legal liability and data protection – changes will mean more risk. Advised to watch this. Boots have started to raise these issues</p> <ul style="list-style-type: none"> - Through CCA, PSNC - Asking CCA reps to raise at LPCs so they are aware of these
9	<p>Standing items</p> <p>9.1 STP</p> <ul style="list-style-type: none"> ➤ STP Advisory Board meeting 12.10.17 – Attachment K1, K2, K3 and K4 ➤ Presentation for December STP meeting – Attachment L1 ➤ Agenda for December STP 07.12.17 – Attachment L2 <p>Wendy Saviour is the managing director – 1 year secondment – only have 8 months left</p> <ul style="list-style-type: none"> - STP is a partnership that brings all the organisations together - Two ACS under the STP – Greater Notts and Mid Notts <p>Until financial flow is changed then unlikely to achieve significant changes that are required for the NHS to survive. Greater Nottingham is a ‘trail blazer’ / earlier adopter site and so potentially able to have some variants in the process. NH is on the advisory board, LMC and LOC are also on as well as Healthwatch and other provider / representative organisations - Sarah Collis is Vice chair of Self Help Nottingham</p>

NH is also involved in the workforce planning group and the prevention / self-care workstream. Need to be around the table at the moment to be involved in the future – need to engage even if not obvious what the benefits might be to pharmacy contractors. But, very time consuming – often whole day events or at least half-day – but if not there then pharmacy is not thought about

Open meeting 2pm – 3pm

2pm - Jez Alcock and Hester Kapur, Healthwatch Nottingham

April 1st 2018 merging and working across City and county

Have a contract with County and City separately

9 staff

Represent patient voice in the transitions

Enter and view – statutory right to enter any NHS facility

Nottinghamshire County Council were approached re social care and they agreed that Healthwatch could go into care homes. Looked at CQC data at care homes where the standards had dropped – only 3 in the area. Planned visits organised looking at the care being received by residents.

Question of the month

Engagement activities

- Feed into the prioritisation panel

Insight projects - About 4 a year - happy to explore with pharmacy if could be useful – complete the evidence collection request form (left a copy with NH)

Questions asked by members

- 1) In Bassetlaw do you have representation in the SY STP –

A - Involved with Doncaster Healthwatch around missed appointments. Have a retired orthotics consultant representing Bassetlaw attending meetings

- 2) Collating data for all pharmacies – queried whether the patient questionnaires that pharmacy have to collect in could be used to share information Healthwatch need

A – it is a standard questionnaire that Healthwatch use

2016 – overwhelming positive responses to pharmacy survey

One of Healthwatch priorities is to ask patients opinion / consultations on the changes in provision e.g moving from gp appointments to nurse / pharmacy.

Annie Loveday, Lead Nurse, CGL Nottinghamshire

Pharmacies are not acknowledging receipt of prescriptions – needs to be improved - only need to send fax back

Newsletter article to remind contractors to do this

When patients are dropping off script / missing dose then not being notified soon enough

- Not being notified each day
- Always do for if missed 3 days
- If not picking up medication then could be using on top of medication – if raised then the service could do more to help / check on clients

Dry blood spot testing – hepatitis

- Are pharmacy willing to pass on messages to ask clients to ring CGL re results – agreed that this is something that would be able to do

Naloxone training – happy to organise this for pharmacy staff – evening training, 1 hour and ran by Martindales – **Annie will organise another session**

Pharmacists are welcome to shadow work of keyworkers – contact the service

Workshop, Hucknall, Newark and Mansfield bases. Ask contractors to spend a day with the service and report back by blog for the LPC website and newsletter

Action: It was agreed that LC would spend a day with CGL and report back – also JonS said that Evans Pharmacy Staff would be interested in doing this.

10

Commissioners reports
NHS England Area Teams

10.1.1 North Midlands Region

- Flu meeting 27.10.17 – Attachment M
- NHSE Midlands & East (North) EPS Activity Report September 2017 – Attachment N1 and N2

For information

- Community pharmacy provision of blister pack monitored dosage systems letter – Attachment N3

If have carers then don't need a MDS – pharmacists need to push this back – not part of the DDA if got a carer.

Need to be better at conversations with patients / carers, being more assertive and use the equality act - Reassess patients that are on MDS

Had a lot of phone calls and emails from contractors – NH to reply to the emails but not to write formally to NHS England – work with Chris and Liz around what to do next.

Carers say that cannot prompt unless in MDS – but NH has checked this out with Councils – and not in carer medication policies – in fact training specifically covers that medication does not need to be in MDS trays.

Members agreed that need to produce some information for contractors – include in newsletter. LC agreed to work on this and then send through to all members for agreement before including in the newsletter.

Also need to look at accessible information act etc

Action: Newsletter article – need to bring the equality act into conversations re MDS and professional obligations – LC to work on an article and then send through to all members for agreement.

10.2.1 SY & Bassetlaw AT

- Bassetlaw Seasonal Flu Group 170906 – Attachment O
- SYB UECN meeting 03 Oct.17 – Attachment P
- SYB PCWG 26/10/17 – Attachment Q
- SYB ACS PRIMARY CARE EVENT - 29th Nov

For information

10.2.2 SY LPCs joint meeting

- 05.10.17
- SYB LPC's future planning discussion
- SYB LPC Shared Resources – Attachment R

For information

LPNs

10.3 South Yorkshire and Bassetlaw LPN –

- Nothing further to report

10.4 Nottinghamshire / Derbyshire LPN –

- Meeting on 11.10.17 - Attachment S1 and S2

For information

Local Authority

10.5 .1 **Public Heath – Nottinghamshire County**

- Stop Smoking SLA update –

NH received email from Solutions4Health 14.11.17

Comments were fed back from the last version Solutions4Health are struggling with reaching quitters.
GP's and pharmacies did not sign up to the initial proposal and this is the revised service Leaving up to contractors to decide if they wish to take part in this service
NH will liaise with Boots, Lloyds and PCT Healthcare, Well, etc head offices regarding points to be raised.
Asking NH to sign PGD on behalf of the LPC stating that the LPC have had sight of the PGD - Need to check cover with liability insurer
LPC feel that it is not necessary for NH to sign as Solutions4Health already have the right clinical staff to sign off.

Proposed that NH does not sign before it has been through the LPC – proposed by AP and seconded by JS voted for unanimously

10.5.2 **Nottinghamshire County Health and Wellbeing Board**

- PNA
- Refresh of the HWB Strategy – consultation events:
(Ashfield 03.10.17, Bassetlaw 02.1.17, Broxtowe 05.10.17, Gedling 15.09.17, Mansfield 29.09.17, N&S 10.10.17, Rushcliffe 25.09.17

NH did not formally respond from the LPC – not anything to be added. Members attended various events

- **Local Workforce Action Board (LWAB) Engagement Group 29.09.17**

Overarching workforce group - Next meeting is end November 2017

Meetings

Board meeting @ County Hall, Loughborough Road, West Bridgford
Wednesday 1st November 2017 @ 2pm
And
Wednesday 6th December 2017 @ 2pm
<http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

10.6.3 **Public Health – Nottingham City**

- Crime Drug Partnership meeting 29.09.17 – Attachment T

GH has attended meetings

10.6.4 **Nottingham City Health and Wellbeing Board**

Meetings

Wednesday 29th November 2017 – 2pm
Boardroom, Standard Court, Park row, Nottingham, NG1 6GN
And
Wednesday 31st January 2018 – 2pm
Loxley House, Station Street, Nottingham
<http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?Committeed=185>

10.7. CCG's – (minutes and agendas for board meetings are available at the links below)

10.7.1 Mid Notts (**M&A + N&S**) – **KC / DF**

- Joint Mid Notts Prescribing Group - NH, DF, KC, RS and Boots and Lloyds attended

Deliveries – had not realised that the delivery is not funded

Problem with pharmacies not ordering is that patients order erratically so numerous deliveries and works out not viable to deliver more than once a month etc.

Next meeting is Wednesday 15th November 2017 6pm – 8pm

Meetings

M&A + N&S Primary Care

Commissioning meeting

- 9th November 2017 9am – 12pm @ Birch house

<http://www.mansfieldandashfieldccg.nhs.uk/about-us/meetings/primary-care-commissioning-committee/>

M&A & N&S CCG Board meeting

- 23rd November 3.30pm – 6.30pm @ Birch House
- 21st December 3.30pm – 6.30pm @ Birch House

<http://www.mansfieldandashfieldccg.nhs.uk/about-us/meetings/governing-body/governing-body-meeting-dates/>

10.7.2 Greater Notts Joint prescribing group

Meetings

23.11.17 2pm – 4pm @ Standard Court

Not sure if board meetings are being held jointly but the prescribing groups are.

If members are not having to go to the prescribing meetings then is it worth spending the time going to the board meetings / primary care commissioning meetings.

10.7.3 North & East CCG (VP)

Primary Care Commissioning meeting

- 7th December 2017 - 9.30am – 12.30pm

Gedling Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU

<http://www.nottinghamnortheastccg.nhs.uk/our-meetings/primary-care-commissioning-committee/#reveal>

Nottingham North and East CCG Board meeting

21st November 2017 – 1.30pm – 4pm

Civic Centre, Arnot Hill Park, Arnold, Nottingham NG5 6LU

<http://www.nottinghamnortheastccg.nhs.uk/index.php/meet-the-board/governing-body-meeting/>

10.7.4 Rushcliffe – JS

- Principia Vanguard Showcase event 2nd Nov – NH / RS attended

Primary Care Commissioning meeting

- 21st December 2017 1.30pm Clumber Room, Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham, NG11 6LQ

Rushcliffe CCG board meeting

- 16th November 2017 1.30pm Clumber Room, Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham, NG11 6LQ
- 18th January 2018 1.30pm Clumber Room, Easthorpe House, 165 Loughborough Road, Ruddington, Nottingham, NG11 6LQ

<http://www.rushcliffeccg.nhs.uk/about-us/governing-body-and-meetings/#PCCC>

10.7.5 Nottingham City - DM /GH

Meetings

Primary Care Commissioning meeting

- Thursday 7th December 2017 1.30pm, Boardroom, 1 Standard Court, Park Row, Nottingham, NG1 6GN
- Thursday 4 January, 1.30pm Boardroom, 1 Standard Court, Park Row, Nottingham, NG1 6GN

<http://www.nottinghamcity.nhs.uk/about-us-284/nottingham-city-ccg/primary-care-commissioning-panel.html>

Nottingham City CCG Board meeting

- **Wednesday 29th November 2017** from 9am Boardroom, 1 Standard Court, Park Row, Nottingham, NG1 6GN
- **Wednesday 13 December 2017 - Extraordinary Meeting - 9.30 am**, Boardroom, 1 Standard Court, Park Row, Nottingham, NG1 6GN.

<http://www.nottinghamcity.nhs.uk/about-us-284/meetings-and-papers.html>

10.7.6 Nottingham West CCG – SD
Meetings

Primary Care Commissioning meeting

- **Thursday ??**
Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB

<http://www.nottinghamwestccg.nhs.uk/about-us/primary-care-commissioning-committee/>

Nottingham West CCG Board meeting

- **Thursday 23rd November 2017 @ 1.30pm**
Stapleford Suite, Stapleford Care Centre, Church Street, Stapleford, NG9 8DB

<http://www.nottinghamwestccg.nhs.uk/about-us/governing-body/meeting-dates-papers-and-minutes/>

10.7.7 Bassetlaw CCG – DF
Meetings

NH meeting with DBHT re MDS and dispensing – Attachment U

Prescribing sub group

- ??

Primary Care Commissioning meeting

- Friday 10th November 2017, 1.30pm to Collinson Boardroom

<http://www.bassetlawccg.nhs.uk/about-us/primary-care-commissioning>

Bassetlaw CCG Board meeting

12th December 2017 - 9am – 11am @ Collinson Board Room, Retford Hospital, North Road, Retford, DN22 7XF

<http://www.bassetlawccg.nhs.uk/about-us/governing-body/governing-body-meetings>

10.8 Area Prescribing Committee – AP

- Draft minutes 21.09.17 and agenda for 16.11.17

Methotrexate books

Trying to ensure patients have these – if don't have then pharmacy to provide one

- Are they going to provide a supply of the books as could be a cost burden for pharmacies and not funded in the contract.

Care pathways for methotrexate

- Monitoring and blood tests – delivery patients ?? how do they check this
- Recording of the information
- AP to ask if the prescriber can include the results of last blood tests on the prescription

Melatonin

Circadian for paediatrics - raised at every meeting. Trust pharmacy have now taken on the prescribing and dispensing of these prescriptions – only been doing for last two weeks- hope this will help with some of the queries.

Meetings

Thursday 16th November 2pm – 5pm @ Duncan Macmillan house

- <http://www.nottsapc.nhs.uk/about-the-apc/>

10.9 LMC

NH attending the conference – AP interested in attending this - Tues 30th January 2018

11

Information received from various sources

If members wish to discuss any of the items below at the LPC meeting then please let the chair know before lunchtime and this will be discussed under AOB.

Members are advised that many PSNC communications are now communicated electronically and repeated on the PSNC website. It is recommended that members regularly visit the PSNC website 'LPC members' area to access the latest information available on www.psn.org.uk

PSNC briefings / newsletters

11.1 LPC News Alert: Campaign update

- 11.1.1 Generics supply update | Party conferences | MUR post-payment verification | Key EPS learnings | Pharmacy provides 275k flu jabs | Winter campaign
- 11.1.2 PSNC News: Quality Payments reminder: Urgent action required by contractors who appear to have not met the gateway criteria for the April review point
- 11.1.3 September 2017 Price Concessions/NCSO further update
- 11.1.4 Campaign email
- 11.1.5 Quality Payments: New NHS Guidance published; April declaration data published
- 11.1.6 PSNC News Alert: Quality Payments: Have you reviewed your NHS Choices profile yet?
- 11.1.7 PSNC News: Quality Payments deadline approaches - Urgent action required by contractors who appear to have not met the gateway criteria in April
- 11.1.8 PSNC at party conferences | Generic supply issues | EPS CD pilot | Flu Vaccination Service news | NHS England plans pharmacy campaign
- 11.1.9 October 2017 Price Concessions/NCSO
- 11.1.10 Quality Payments reminder: action required if you haven't got a pharmacy NHSmail account
- 11.1.11 Quality Payments reminder: action required if you haven't got a pharmacy NHSmail account
- 11.1.12 PSNC News Alert: Flu vaccination for care home workers
- 11.1.13 November campaign day | Challenging Government | DoS updater volunteers | Patient safety report resource | Staff vaccination reminder | NUMSAS update
- 11.1.14 October edition of CPN magazine out now
- 11.1.15 October 2017 Price Concessions/NCSO (update)
- 11.1.16 PSNC News Alert: Advance payments to rise by 15p per item in 1st November payment
- 11.1.17 Lords hear value of pharmacy | November 1st advance payment to rise by 15p per item | Upcoming campaigning day | Quality Payment updates
- 11.1.18 Quality Payments reminder: Have you used the Directory of Services profile updater?

	<p>11.1.19 October 2017 Price Concessions/NCSO (further update)</p> <p>11.1.20 Pharmacy Winter campaign day 190 LloydsPharmacy branches to cease trading Prescription Services is going digital Checking your flu payments</p> <p>11.1.21 Quality Payments reminder: action required if you haven't got a pharmacy NHSmail account</p> <p>11.1.22 Quality Payments: NHS BSA online declaration now open</p> <p>11.1.23 November 2017 Price Concessions/NCSO</p> <p>LPC newsletters</p> <p>11.1.24 LPC News: Briefing on priorities and structures; Become an LPC mentor; Working with provide companies; Healthcare Together news; Dates for your diary</p> <p>11.1.25 LPC News: Greater Manchester 'in the Spotlight'; Quality Payments data by LPCarea; Presentation on November review point; Upcoming events</p> <p>11.1. 26 LPC Communications: Community Pharmacy Campaigning Day, November 21st</p> <p>11.1. 27 LPC News Alert: LPC Conference and Chairs & COs agendas</p> <p>11.1.28 LPC News: Commissioning research published; PSNC launches networking platforms; #Pharmacywinter campaign day; Working with other healthcare providers</p> <p>11.1.29 LPC Communications: #pharmacywinter campaign day</p> <p>11.1.30 LPC News: New look LPC Members Area; LPC insurance and Freedom to Speak Up Guardian; LPC mentors; Ashridge Report; Increasing uptake of EPS and eRD</p> <p><u>11.2 PSNC Events</u> Nothing planned</p> <p>11.3 PSNC prescription Check Nothing received</p> <p>11.4 NHS Digital a) - Update from Michelle Peet November 2017 – Church Street going live on the 23/11/2017.</p> <p>11.5 Healthwatch Nottinghamshire Nothing received</p> <p>11.6 CCA / AIMp Communication Nothing received</p> <p>11.7 CPPE Nothing received</p> <p>11.8 PCSE (Capita) Nothing received</p>
12	<p>Any other business (raised by lunchtime)</p> <p>12.1 <u>Nottinghamshire becoming a Dementia Friendly Community – audit document – Attachment W</u> AE to report into the group re HLP pharmacies and that it is part of the criteria for quality payments</p> <div data-bbox="272 1711 1523 1822" style="border: 1px solid black; padding: 5px;"> <p>Action: AE to contact Nottinghamshire Dementia Action Committee and explain that as part of the quality payments criteria pharmacy staff have to be Dementia Friends. Also explain about HLP pharmacies in the area and could use as part of this.</p> </div> <p>12.2 <u>Michelle Dyoss contract</u> Needing to keep the evidence Need some detail of benefits before contracting Michelle for any more work</p> <div data-bbox="272 1963 1523 1997" style="border: 1px solid black; padding: 5px;"> <p>Action: AP to contact Michelle and ask where her expertise is around quality payments in general</p> </div>

<p>13</p>	<p><u>Newsletter stories</u></p> <p>13.1 Data Protection</p> <p>Newsletter – flag up changes in data protection law</p> <p>13.2 patient Safety</p> <p>Action: LPC website – have some examples of good practice and include link on the newsletter with info. Also if want to share findings through the LPC.</p> <p>Action: AK to send through an example report</p> <p>13.3 CGL queries</p> <p>Newsletter article to remind contractors to acknowledge receipt of prescriptions</p> <p>Action: It was agreed that LC would spend a day with CGL and report back – also JonS said that Evans Pharmacy Staff would be interested in doing this.</p> <p>13.4 Quality Act</p> <p>Action: Newsletter article – need to bring the equality act into conversations re MDS and professional obligations – LC to work on an article and then send through to all members for agreement.</p>
<p>14</p>	<p>Summary of Actions agreed during the meeting</p> <p>14.1 Pharmacist Support</p> <p>Action: AE/NH to invite Pharmacist Support to attend an LPC meeting</p> <p>14.2 LPC member skills</p> <p>Action: AE / NH to contact Liam Stapleton re doing a follow up session around team building / leadership for the newly formed committee in May 2018</p> <p>14.3 Expense Policy</p> <p>Action: GH to finalise the changes of expenses and then AE to add to the LPC member area of the website</p> <p>14.4 Greater Notts Meds Man</p> <p>Action: Members asked that if they can attend this meeting to contact NH</p> <p>14.5 Discharge Summary</p> <p>Action: NH/AP to work with Patrick Wilson, NUH, and Sam Travis, NHS England, on Discharge Summary info via PharmOutcomes</p> <p>14.6 Pharmacy visit</p> <p>Action: AE to contact Alex Norris’ office and ask where they sent the press release information - if not sent to local press then AE to send this through along with support from MP’s at the PSNC briefing day</p> <p>14.7 CGL</p>

Action: It was agreed that LC would spend a day with CGL and report back – also JonS said that Evans Pharmacy Staff would be interested in doing this

14.8 DAC

Action: AE to contact Nottinghamshire Dementia Action Committee and explain that as part of the quality payments criteria pharmacy staff have to be Dementia Friends. Also explain about HLP pharmacies in the area and could use as part of this.

14.9 Michelle Dyoss contract

Action: AP to contact Michelle and ask where her expertise around quality payments in general

Details of future meetings

Bi-monthly

18th January 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>
21st March 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>
16th May 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>
18th July 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>
19th September 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>
21st November 2018	9.30 am – 5pm	<i>Ramsdale Park Golf Club</i>

Next meeting is on Thursday 18th January 2018 @ Ramsdale Park Golf Club, Calverton

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 15th November 2017

Signed: _____ *original signed by Rob Severn*

Rob Severn, Chair, Nottinghamshire LPC