



**Community Pharmacy
Cheshire and Wirral**



Meeting Minutes

For the Zoom meeting held on Wednesday 20 May 2020, 8pm

1	<p>Present</p> <p>Members</p> <table border="1"> <tr><td>Nadia Ali</td><td>CCA</td><td>NA</td></tr> <tr><td>Daniel Byatt</td><td>AIMp</td><td>DB</td></tr> <tr><td>Gordon Couper</td><td>Independent</td><td>GC</td></tr> <tr><td>David Crosbie</td><td>CCA</td><td>DC</td></tr> <tr><td>Ian Cubbin</td><td>Independent</td><td>IC</td></tr> <tr><td>Stuart Dudley</td><td>Independent</td><td>SD</td></tr> <tr><td>Andrew Hodgson</td><td>Independent</td><td>AH</td></tr> <tr><td>Wesley Jones</td><td>CCA</td><td>WJ</td></tr> <tr><td>Sally Lloyd</td><td>CCA</td><td>SL</td></tr> <tr><td>Dane Stratton-Powell</td><td>CCA</td><td>DSP</td></tr> <tr><td>Stephen Thomas</td><td>CCA</td><td>ST</td></tr> <tr><td>Lee Williams</td><td>Independent</td><td>LW</td></tr> <tr><td>Katrina Worthington</td><td>CCA</td><td>KW</td></tr> </table>	Nadia Ali	CCA	NA	Daniel Byatt	AIMp	DB	Gordon Couper	Independent	GC	David Crosbie	CCA	DC	Ian Cubbin	Independent	IC	Stuart Dudley	Independent	SD	Andrew Hodgson	Independent	AH	Wesley Jones	CCA	WJ	Sally Lloyd	CCA	SL	Dane Stratton-Powell	CCA	DSP	Stephen Thomas	CCA	ST	Lee Williams	Independent	LW	Katrina Worthington	CCA	KW	<p>In Attendance</p> <table border="1"> <tr><td>Suzanne Austin</td><td>CS&DP</td><td>SA</td></tr> <tr><td>Rachael Fairbrother</td><td>LEO</td><td>RF</td></tr> <tr><td>Adam Irvine</td><td>CEO</td><td>AI</td></tr> <tr><td>Nick Thayer</td><td>CS&DP</td><td>NT</td></tr> <tr><td>Alison Williams</td><td>BSO</td><td>AW</td></tr> </table> <p>Apologies</p> <table border="1"> <tr><td>Mujahid Al-Amin</td><td>CCA</td><td>MA</td></tr> <tr><td>Amanda Reeve</td><td>CCA</td><td>AR</td></tr> </table>	Suzanne Austin	CS&DP	SA	Rachael Fairbrother	LEO	RF	Adam Irvine	CEO	AI	Nick Thayer	CS&DP	NT	Alison Williams	BSO	AW	Mujahid Al-Amin	CCA	MA	Amanda Reeve	CCA	AR
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2	<p>Welcome and Apologies</p> <p>GC welcomes members to the committee meeting.</p> <p>Apologies were received from MA and AR.</p>																																																													
3	<p>Minutes of CPCW Zoom Meeting – 22 April 2020</p> <p>a) The minutes were accepted and signed.</p> <p>b) Outstanding actions:</p> <p style="margin-left: 40px;">i. The Staff and Resource sub-group still require a member; members will consider whether they wish to take on this role and let AW know.</p> <p style="margin-left: 40px;">ii. AH/LW will let AW have a copy of their Declarations of Interest for 2020.</p>																																																													
4	<p>Engagement Officer Report – Rachael Fairbrother</p> <p>RF updated members on the following business:</p> <ul style="list-style-type: none"> • Within 2 weeks of her starting COVID-19 restrictions came into force which resulted in her work plan having to be re-evaluated and adapted. 																																																													

	<ul style="list-style-type: none"> • The main emphasis continues to be contractor support based on their current needs. • Her work to date has included: <ul style="list-style-type: none"> ○ Working with Cheshire Fire & Rescue service in relation to prescription deliveries ○ The creation of several COVID-19 posters that are hosted on the LPC website for use within branches ○ Co-ordination, set-up and distribution of mobile phones on behalf of Wirral and Warrington CCGs ○ Liaising with Wirral pharmacies regarding the IV stock-holding service ○ Liaising with pharmacies (both CCA and independents) across Cheshire, Wirral and Warrington regarding the Palliative Care Services • From next week she will be having structured telephone conversations with contractors by PCN footprint, starting with the PCN leads first • IC asked RF how contractors have received her? She confirmed that there had been a good response from contractors, and everyone had been very welcoming • WJ shared that GMLPC will be sending out a very quick survey to PCN leads asking them to share their activity over the last few weeks and months and any good news stories; this will give them a better insight into what is happening across their patch and the current levels of PCN lead involvement, which is known to be varied AH shared that he has been unsuccessful in contacting the clinical lead in his area and there has been no activity; he would be interesting in GMLPC's findings and the sharing of ideas • Early on the LPC contacted PCN leads to encourage them to focus on their own business during the COVID pandemic and informing them that there was nothing in the new contractual year that they should be doing or is funded • WJ asked IC and ST to share any information about funding for PCN leads going forward; in different patches some PCN leads are stepping away because of the potential work that may be coming and the queries that they are getting IC confirmed that at the current time there is no indication of cash • There is some suggestion that PCN leads will be tasked to work with GPs around flu this year but the commitment is unknown; this makes it difficult to prepare PCN leads
5	<p>Topics for Debate</p> <p>a) Flu Service Members discussed the flu service in light of the fact that nationally decisions are taking longer than usual which in turn is causing frustrations and confusion across the board (ordering, cohorts, targets, etc).</p> <p>b) Hospital Discharge/Admission Communication (DB) DB raised a concern that he has been struggling receiving any communication regarding hospital admissions and discharge. Several members raised frustrations with the lack of, inaccurate or poor-quality discharge information. Macclesfield falls within the Greater Manchester HSN boundary. WJ shared that Stockport was the first place to go live with eTCP in GM a couple of weeks ago; Bolton, Oldham and South Manchester will follow on 15 June. NT shared some Arrowe Park TCAM referral figures which shows there has been a significant drop in April and NT will look into this. SA will raise DB's concerns with the Secondary Care Trust Chief Pharmacist.</p>

	<p>c) Wave 2 Planning (SA) SA asked if there was any planning taking place nationally with regards to COVID Wave 2 and should the LPC be doing anything now? She raised several fears including fewer volunteers or volunteer fatigue, a turn in the weather (patient queuing), hitting at the same time as flu, etc. It was recognised that some of the activity that had taken place during Wave 1 ie increased eRD should help Wave 2. ST confirmed that there are some discussions taking place nationally about what needs to be in place to track where things are falling over. At the current time, it is difficult to plan at a local level when decisions and guidance are not forthcoming at a national level.</p> <p>d) MP Engagement Update (AI) AW recently sent out emails to all MPs and encouraged contractors, through the newsletter, to use the LPC template letter to contact their own MPs. GC/GC had a Zoom meeting with Angela Eagle, MP for Wallasey and a member of Treasury Select. They outlined the impact of COVID, the difficulties with PPE, what pharmacies are going through business recovery and the state of pharmacy funding. She is very supportive of pharmacy, will use some of the social media resources that were shared with her and also has a clear message regarding the cash injection that is needed for the sector. She raised some queries around MDS and AI will follow this up with her. GC will contact Justin Madders, MP for Ellesmere Port and Neston.</p> <p>e) AGM Planning – remote, broadcast, engagement with contractors (AI) AI will come up with options to run the AGM remotely. He will trial the approach using our zoom account with other groups over the coming weeks to explore the functionality.</p> <p>f) Services - Maintenance & Restarting (AI) AI asked members if the team should be doing anything more than they are doing; are there any conversations they should be having? Are there any elements of service delivery that can be done remotely that we have not currently pushed for? NT shared that on the Wirral just over half of the EHC consultations this quarter were done remotely. The change to the service spec was not time limited and there is no reason why this should not become the new normal. AW will include a newsletter article reminding contractors of the ability to undertake telephone MURs and the process they need to follow via NHSE.</p> <p>g) Prescriptions going to wrong Pharmacy SA will do some further investigation around some instances of prescriptions being sent electronically to the wrong pharmacy after it was established this was unlikely to be a system problem.</p> <p>h) NHS Approved Apps There are a number of governance problems with the (approximately) 15 NHS online repeat ordering approved apps which are being looked into at a national level; it is on PSNC’s agenda.</p> <p>i) Staff and Resources AW will schedule a Staff & Resource meeting within the next two weeks.</p>
6	Date and Time of Next Meeting

	<p>Wednesday 17 June 2020 – Zoom, 8pm</p> <p>Reminder of other meetings:</p> <ul style="list-style-type: none"> • 27 May – Communications sub-group has been cancelled • 3 June – Catch-Up • 10 June – Services (Evening Rate of £30 Claimable) – Chaired by Dane, attended by Services sub-group members and minuted
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Action List

NOTE: Shaded rows indicate an action carried forward from the last meeting(s)

Min	Action	Person	Update
3bi	The Staff and Resource sub-group still require a member; members will consider whether they wish to will take on this role and let AW know	Members	Complete
3bii	On receipt back AW will update the LPC website to include member DOI's for 2020	AH/LW	Just a couple outstanding
5b	SA will raise DB's concerns about hospital admission/discharge communications with the Secondary Care Trust Chief Pharmacist <i>* Issues will be raised with staff. Leighton pushing ahead with TCAMs; Hassan Argomandkhah has discussed that this is brought into the C+M workstream rather than Manchester the one</i>	SA	Complete See update*
5d	AI will follow up some MDS concerns with Angela Eagle MP	AI	Complete
5d	GC will contact Justin Madders MP	GC	Complete
5e	AI will come up with options to run the AGM remotely	AI	Complete
5f	AW will include a newsletter article reminding contractors of the ability to undertake telephone MURs and the process they need to follow via NHSE	AW	Complete
5j	AW will schedule a Staff and Resource meeting within the next two weeks	AW	Complete
5g	SA will do some further investigation around some instances of prescriptions being sent electronically to the wrong pharmacy in CWC	SA	