

Chief Officer Report for Wednesday 4th July 2018 – Open/Closed Session

	Item	Information	Links	Paper
1	Apologies for absence	Katie Spoons; Fiona Sitch; Caroline Hayward		
2	GSK-Overview: David Rivers	This meeting has been financially supported by GSK		
3/3a	Minutes of the last meeting	Open/Closed		Yes
3/3a	Strategy meeting	Strategy		Yes
4	Matters Arising			
5	Finance Report	<ul style="list-style-type: none"> Finance Report VAT registration 		Yes
6	Chief Officer Report	<p>6.1 Reading</p> <p>6.2 Update from Regional PSNC representative – David Broome</p> <p>6.3 LPC Awards</p> <p>LPC Awards</p> <p>Update on categories nominations and request for promotion /nominations by LPC members.</p> <p style="text-align: center;">Awards Information & Categories Brochure</p> <p>The above awards brochure is on its way to you in the post and will give you all the information you need about the 2018 awards including: who can enter, this year’s categories for the awards ceremony, which will be held at the Village Hotel, Hessle, Hull on Friday 9th November 2018.</p> <p><i>Nominations can be made for the following 5 categories:</i></p> <ul style="list-style-type: none"> Pharmacy Team of the Year Award (This category is also open to nominations from the general public and other health organisations) Unsung Hero/Outstanding Person Award (This category is also open to nominations from the general public and other health organisations) Pharmacist of the Year Award HLP Champion of the Year Award HLP of the Year Award 	<p>Visit our awards page at: https://communitypharmacyhumber.org/events/community-pharmacy-humber-awards-2018/ to submit a nomination.</p>	Yes
7	LPC Work Plan 18/19	<p>The Work Plan 2018/19</p> <p>Discussion and review for 2018-19.</p>	See attached summary reports to the LPC members only (x8) plus work plan	Yes x 8 Yes

<p>8</p>	<p>Essential services</p>	<p>8.1 CPAF Questionnaire 2018-19 CPAF screening questionnaire completion (June 2018) - Action required Community pharmacy contractors in England are being asked to complete the Community Pharmacy Assurance Framework (CPAF) screening questionnaire for the fourth year, as part of NHS England’s contract monitoring process. The PSNC Briefing below explains the changes for 2018/19 and provides clarification on record-keeping relating to prescription-based interventions (question 6), signposting (question 7) and locums (question 9). PSNC Briefing 032/18: CPAF screening questionnaire changes (June 2018) This year’s CPAF screening questionnaire will be available for completion from Monday 4th June to Sunday 1st July 2018. All pharmacies are required to complete the online questionnaire consisting of 10 questions; however both PSNC and NHS England recommend that all pharmacy contractors make use of the full CPAF pre visit questionnaire to assure themselves that they are compliant with Terms of Service as set out in the NHS (Pharmaceutical and Local Pharmaceutical) Regulations 2013. So far 136 of our 205 contractors have already completed their CPAF (66%). All pharmacies will have received a link to complete the screening questionnaire prior to 4th June 2018 either via e-mail from NHS Business Services Authority (NHS BSA) or from their own Head Office. For more information, please visit NHS BSA’s website.</p> <p>8.2 GDPR 8.2.1 GDPR - Community Pharmacy Humber Update on GDPR action plan.</p> <p>8.3 Falsified Medicines Directive (FMD) The UK Community Pharmacy FMD Working Group has published a list of Falsified Medicines Directive (FMD) IT system suppliers who will be offering an FMD IT solution. There is also a document produced by the UK FMD Working Group for Community Pharmacy [19 pages] on the implementation of the “safety features” elements of the EU Falsified Medicines Directive (FMD) [Directive 2011/62/EU] in the UK.</p>	<p>http://psnc.org.uk/contract-and-it/psnc-briefings-pharmacy-contract-and-it/psnc-briefing-032-18-cpaf-screening-questionnaire-changes-june-2018/</p> <p>https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/dispensing-contractors-information/community</p> <p>ow.ly/DVPO30kCbW4</p> <p>https://ukfmdworkinggroup.files.wordpress.com/2018/01/fmd-cp-working-group-way-forward-paper-jan-18-public-v1-0-final.pdf</p>	
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<p>9</p>	<p>Advanced Services</p>	<p>9.1 MURs Figures</p> <p>April 2017</p> <table border="1" data-bbox="544 539 1370 624"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>208</td> <td>188</td> <td>4415</td> <td>90%</td> </tr> </tbody> </table> <p>May 2017</p> <table border="1" data-bbox="544 655 1370 724"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>208</td> <td>188</td> <td>5636</td> <td>90%</td> </tr> </tbody> </table> <p>June 2017</p> <table border="1" data-bbox="544 756 1370 841"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>209</td> <td>189</td> <td>5971</td> <td>90%</td> </tr> </tbody> </table> <p>July 2017</p> <table border="1" data-bbox="544 873 1370 941"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>209</td> <td>189</td> <td>5383</td> <td>90%</td> </tr> </tbody> </table> <p>August 2017</p> <table border="1" data-bbox="544 973 1370 1042"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>209</td> <td>189</td> <td>5223</td> <td>90%</td> </tr> </tbody> </table> <p>September 2017</p> <table border="1" data-bbox="544 1074 1370 1142"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>209</td> <td>191</td> <td>4895</td> <td>91%</td> </tr> </tbody> </table> <p>October 2017</p> <table border="1" data-bbox="544 1174 1370 1243"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>209</td> <td>188</td> <td>4711</td> <td>90%</td> </tr> </tbody> </table> <p>November 2017</p> <table border="1" data-bbox="544 1275 1370 1343"> <thead> <tr> <th>LPC</th> <th>No. of CPs</th> <th>No Claiming</th> <th>No MURs conducted</th> <th>% Claiming</th> </tr> </thead> <tbody> <tr> <td>Humber</td> <td>208</td> <td>189</td> <td>4567</td> <td>91%</td> </tr> </tbody> </table> <p>December 2017</p>	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	208	188	4415	90%	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	208	188	5636	90%	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	209	189	5971	90%	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	209	189	5383	90%	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	209	189	5223	90%	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	209	191	4895	91%	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	209	188	4711	90%	LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming	Humber	208	189	4567	91%		
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LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming
Humber	209	177	3961	85%
January 2017				
LPC	No. of CPs	No Claiming	No MURs conducted	% Claiming
Humber	209	170	5711	81%
9.2 NMS – Figures				
April 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	208	1536	142	68%
May 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	208	1432	150	72%
June 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	209	1395	146	70%
July 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	209	1465	154	74%
August 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	209	1367	152	73%
September 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	209	1181	147	70%
October 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	209	1294	154	74%
November 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming
Humber	208	1571	160	77%
December 2017				
LPC	No. of CPs	NMS Conducted	No Claiming	% Claiming

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10	Enhanced Services	<p>10.1 Enhanced Services</p> <p>10.1.1 3-year Contracts Following up those pharmacies who have not signed and returned the 3-year</p>	See Work Plan Report - KM																

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		<p>contract is now complete. There are 5 outstanding contracts to be returned.</p> <p>10.1.2 Event for all services Proposal to provide a training event for all services giving an overview of each service– to include use of PharmOutcomes.</p> <p>10.1.3 PODIS Promotion of service / LPC member involvement.</p>	For discussion in the Strategy Session	
11	Service/Initiatives	<p>11.1 Care Navigation – West Wakefield Model Care Navigation workshops have been allocated to various staff to attend across NE Lincs, North Lincs and East Riding of Yorkshire. NE Lincs is now live.</p>	See Work Plan Report - JMC	
		<p>11.2 Walk in my shoes</p>	See Work Plan Report - AB	
		<p>11.3 STP Programme</p>	See Work Plan Report - PR	
12	NECS	<p>12.1 No items at time of sending agenda</p>		
13	Local Authorities	<p>13.1 Public Health Services</p> <p>13.1.1 Substance Misuse NX – Hull Sutton Manor Pharmacy has now received a contract to provide Needle Exchange Scheme services.</p> <p>13.1.2 Substance Misuse NX – ERY Lloyds Pharmacy, Fifth Avenue, Goole & Boots UK, Wesley Square, Goole are both now providing Needle Exchange Scheme services. Tesco, Boothferry Road, Goole have ceased to supply this service from 31.5.18.</p>		
14	NHS England – Area Team	<p>14.1 Failure to Open It is now a requirement to report any pharmacy closures to NHS England Area Team on the PharmOutcomes website.</p>		
15	Contract Applications/ Primary Care Support Services (PCSE)/Litigation Authority	<p>15.1 Area Team/PCSE/Litigation Authority</p> <p>15.1.1 Unforeseen benefits application</p> <ul style="list-style-type: none"> Medix-AG, Unit 4, Lincoln Way, Beverley, HU17 8RH <p>15.2 Litigation Authority</p> <p>15.2.1 Unforeseen benefits application</p> <ul style="list-style-type: none"> Medix-AG, 22 The Parkway, Cottingham, HU16 5DN – appeal the NHS 	To be discussed in the closed session for LPC to make representations to NHS England	

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		England decision to decline the application. Awaiting outcome of appeal.		
16	CPPE	16.1 Update – verbal update Joanne Lane.		
17	GPhC	17.1 Presentation – Helen Jackson Consultation on developing our approach to regulating registered pharmacies		
18	AOB	To be notified to the Chair prior to the meeting.		
19	LPC members only issues	19.1 Finance <ul style="list-style-type: none"> Office review administration staff salary * Treasurers Day – feedback from David Miller 	<i>Paper currently with Task sub-group Chair*</i>	
		19.2 Risk Log April 2018 Attached as requested – open risks only.		Yes
		19.3 LPC Office – documents <ul style="list-style-type: none"> Staff Handbook – final version April 2018 Contracts of Employment – revised April 2018 	No hard copies – see separate email sent by Joanne Carter 19.6.18	Yes x 2
		19.4 LPC Self-Assessment Please complete and hand in at the LPC meeting so a collated view can be produced.	Action all LPC members	Yes
		19.5 CCA reporting questions		
		19.6 Events / Training LPC Leaders Meeting PSNC will be holding a meeting in July for LPC leaders, facilitated by Rachel Harrison who leads PSNC's Leadership Academy. The meeting, scheduled for Thursday 12th July, aims to bring together experienced LPC officers, members and staff, who are recognised as leaders in their LPC work. Following on from the success of last year's event, the day will provide an opportunity for LPC leaders to share good practice and access peer support; a day to work together on LPC strategic planning, enhance leadership skills, and identify and action plan common LPC challenges; a day to network with other LPC leaders from across the country. The meeting will be held in central London on Thursday 12th July from 10.30am to 4pm.	CO attending	

		<p>LPC Conference 2018 – Birmingham, 26th September The annual conference of LPC representatives, starts at 10.30am.</p>	To decide who will be attending	
		<p>19.7 Regional Meeting 27.6.18 - feedback Incorporating LPC's on Regional LPC Meeting agenda 27.6.18 - Verbal update</p>		
		<p>19.8 Contract applications See open session item 15.1.1</p>		
	Information Only	<p>PSNC Community Pharmacy News May 2018 The May 2018 edition of PSNC's Community Pharmacy News (CPN) is now available. This month's CPN features:</p> <ul style="list-style-type: none"> • PSNC sets out vision for future contract • Funding statement • Support with GDPR compliance • Prescription submission factsheet 	<p>https://psnc.org.uk/wp-content/uploads/2018/05/May-2018-CPN.pdf</p>	
		<p>PSNC Community Pharmacy News June 2018 This month's CPN features:</p> <ul style="list-style-type: none"> • Quality Payments review date approaches; • CPAF screening survey; • PSNC promotes pharmacy; and • Pharmacy flu vaccination data. 	<p>http://psnc.org.uk/wp-content/uploads/2018/06/June-2018-CPN.pdf</p>	
		<p>PSNC Briefings</p>		
		<p>PSNC Briefing 025/18: Quality Payments – How to become a Healthy Living Pharmacy Level 1 (April 2018) This PSNC Briefing provides an overview of how to achieve the Healthy Living Pharmacy (HLP) criterion of the interim Quality Payments Scheme (QPS) for the June 2018 review point. PSNC Briefings 003/17, 016/17 and 047/17, published in January 2017, March 2017 and July 2017 respectively, provided an overview of how to achieve the 'HLP Level 1' quality criterion of the QPS for the April 2017 review point. This PSNC Briefing provides revised guidance to contractors on meeting the 'HLP Level 1' quality criterion of the QPS for the June 2018 review point. The main revision to this new Briefing is that for the June 2018 review point, NHS England and Public Health England (PHE) have agreed that contractors whose</p>	<p>https://psnc.org.uk/wp-content/uploads/2018/04/PSNC-Briefing-025.18-Quality-Payments-%E2%80%93-How-to-become-a-Healthy-Living-Pharmacy-Level-1.pdf</p>	

	<p>pharmacies become HLPs locally between 30th June 2016 and 29th June 20187 (this period was 1st December 2014 and 24th November 2017 for the 2017 review points) will not need to complete the profession led self-assessment process led by PHE to meet the quality criterion (further information on the process that these contractors will need to follow can be found on page 3). All other contractors will need to follow the same process as for the 2017 review points.</p> <p>PSNC Briefing 025/18: Quality Payments – How to become a Healthy Living Pharmacy Level 1</p>		
	<p>PSNC Briefing 026/18: Quality Payments – Evidence checklist (April 2018)</p> <p>PSNC regularly receives queries from contractors and pharmacy teams regarding what evidence they need to retain to demonstrate they have met the gateway and quality criteria for the Quality Payments Scheme.</p> <p>This PSNC Briefing provides contractors with examples of what constitutes acceptable evidence, in a checklist format they can use to confirm they have the necessary evidence for the June 2018 review point. It is important that contractors have this evidence to assure themselves that they meet all the Gateway and Quality Criteria requirements; as well as to be able to provide this evidence to the NHS BSA provider assurance team that will undertake verification checks on behalf of NHS England to ensure that these requirements are met.</p> <p>PSNC Briefing 026/18: Quality Payments – Evidence checklist v2 (April 2018)</p>	<p>https://psnc.org.uk/wp-content/uploads/2018/04/PSNC-Briefing-026.18-Quality-Payments-%E2%80%93-Evidence-checklist-1.pdf</p>	
	<p>PSNC Briefing 027/18: Quality Payments – PSNC resources (April 2018)</p> <p>This PSNC Briefing provides a list of all the PSNC resources available to community pharmacy contractors to assist them with meeting the gateway and quality criteria for the June 2018 review point of the interim Quality Payments Scheme 2018/19.</p> <p>PSNC Briefing 027/18: Quality Payments – PSNC resources</p>	<p>https://psnc.org.uk/wp-content/uploads/2018/05/PSNC-Briefing-027.18-Quality-Payments-PSNC-resources.pdf</p>	
	<p>PSNC Briefing 028/18: Update on the Health and Care Landscape (April 2018)</p> <p>This briefing is part of a series issued regularly by PSNC to inform pharmacy contractors and LPCs of developments in the wider health and care landscape beyond community pharmacy. These briefings contain useful background information to help you understand what is happening in the wider health and care environment which may impact on community pharmacy. They build on the Health & Care Review articles which are published on the PSNC website every week.</p> <p>PSNC Briefing 028/18: Update on the Health and Care Landscape (April 2018)</p>	<p>https://psnc.org.uk/wp-content/uploads/2018/05/PSNC-Briefing-028.18-Update-on-the-Health-and-Care-Landscape-April-2018.pdf</p>	

	<p>PSNC Briefing 029/18: Dispensing & Supply monthly update (May 2018) This briefing is part of a series issued regularly by PSNC to inform pharmacy contractors and pharmacy teams on monthly Drug Tariff changes, commonly asked questions and articles regarding dispensing and supply. This briefing can also be found in the Dispensing & Supply section of May's CPN. PSNC Briefing 029/18: Dispensing & Supply monthly update (May 2018) This month we also published Dispensing & Supply Factsheet – Prescription Submission in CPN.</p>	<p>https://psnc.org.uk/wp-content/uploads/2018/05/PSNC-Briefing-029.18-Dispensing-Supply-monthly-update-May-2018.pdf</p>	
	<p>PSNC Briefing 030/18: Dispensing & Supply Factsheet: Prescription Submission (May 2018) In this PSNC factsheet our Dispensing and Supply Team highlights the key things to remember when endorsing and submitting prescriptions for payment, as well as sharing some of their top tips. PSNC Briefing 030/18: Dispensing & Supply Factsheet – Prescription Submission (May 2018)</p>	<p>https://psnc.org.uk/wp-content/uploads/2018/05/PSNC-Briefing-030.18-Dispensing-Supply-Factsheet-Prescription-Submission-May-2018.pdf</p>	
	<p>PSNC Briefing 031/18: Update on the Health and Care Landscape (May 2018) This briefing is part of a series issued regularly by PSNC to inform pharmacy contractors and LPCs of developments in the wider health and care landscape beyond community pharmacy. These briefings contain useful background information to help you understand what is happening in the wider health and care environment which may impact on community pharmacy. They build on the Health & Care Review articles which are published on the PSNC website every week. PSNC Briefing 031/18: Update on the Health and Care Landscape (May 2018)</p>	<p>http://psnc.org.uk/wp-content/uploads/2018/06/PSNC-Briefing-031.18-Update-on-the-Health-and-Care-landscape.pdf</p>	
	<p>PSNC Briefing 032/18: CPAF screening questionnaire changes (June 2018) Community pharmacy contractors in England are being asked to complete the Community Pharmacy Assurance Framework (CPAF) screening questionnaire for the fourth year, as part of NHS England's contract monitoring process. This PSNC Briefing explains the changes for 2018/19 and provides clarification on record-keeping relating to prescription-based interventions (question 6), signposting (question 7) and locums (question 9). PSNC Briefing 032/18: CPAF screening questionnaire changes (June 2018)</p>	<p>http://psnc.org.uk/wp-content/uploads/2018/06/PSNC-Briefing-032.18-CPAF-screening-questionnaire-changes.pdf</p>	
	<p>PSNC Briefing 033/18: Dispensing & Supply monthly update (June 2018) This briefing is part of a series issued regularly by PSNC to inform pharmacy</p>	<p>http://psnc.org.uk/wp-</p>	

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	PSNC Events	Events <u>Forthcoming events 2018</u> <ul style="list-style-type: none"> • LPC Leaders Meeting – London 12th July 2018 • LPC Conference 2018 – Birmingham 26th September 2018 		

LPC Strategy Session: This will follow immediately after lunch.

Ways of working – to include a communication section between LPC/contracts and responsibilities of LPC members

Closed Session: This will follow the Strategy Session.