

Minutes of Meeting of Surrey Local Pharmaceutical Committee

Date: Wednesday 12th May 2021 starting at 09:30
Location: Conference call
Present: Rupi Bhasin, Chair, Hemal Chudasama, Vice Chair, Sejal Patel, Purvi Shukla, Anish Prasad, Neha Vyas.
In attendance: Julia Powell, Chief Executive Officer, Sandra Lamont, Communications & Engagement Lead, Micky Cassar, Business Administrator

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting. The Chair welcomed new member Neha Vyas to the LPC. At this time there is currently a CCA vacancy.

CCA Reporter: Hemal Chudasama

2: Apologies for Absence

Jaymil Patel, Andrew Jackson.

3: Governance Matters

The Chair asked if there were any changes to the Declarations of Interest, nothing raised.

4: Minutes & Matters arising

The Chair asked the members if they had read the 23rd of February 2021 LPC minutes and if there were any issues with the accuracy. The Chair virtually signed the February LPC minutes as a true account of the meeting.

The action/decision log was reviewed.

Actions in progress:

- 189 – Begin scoping out joint accountant – this is in progress as there is new PSNC finance guide that needs to be reviewed.

It was raised that MP Sir Peter Bottomley is visiting Superdrug in Worthing this Friday with Rupi Bhasin – SL and RB to discuss offline. Abdool Kureeman is a friend of Chris Grayling so contact could be made via this route.

Action: SL and RB to discuss MP visit offline.

5: LPC officer nomination for Chair, Vice Chair & Treasurer

The LPC constitution states the officers need to be elected on an annual basis. For 21/22 the following were nominated:

Chair – Rupi Bhasin proposed by Hemal, seconded by Anish.

Vice Chair – Hemal Chudasama proposed by Rupi, seconded by Sejal.

Treasurer – Anish Prasad proposed by Hemal, seconded by Sejal.

6: CEO report

SDSL recruitment – Many candidates applied, these were shortlisted via an anonymous screening exercise by Julia Powell and Sarah Davis looking for key characteristics for the role from the job description. From this screening the Exec team were updated on the screening process and next steps agreed. Two people were selected for face to face interview. A competency based interview process including a presentation on how to engage key stakeholders and contractors with GP CPCS was used. A scoring process was used with one candidate excelling. This candidate has been offered the role and will start on the 12th July.

GP-CPCS update - Two contractor webinars have taken place with 140 contractors signing up. This engagement will allow those contractors attending to claim their £300.00 engagement payment before the 5th July. Annex F checklist needs to be completed first and then they can claim via MYS. The recording is on the website with slides and FAQ. In Surrey there are now meetings every two weeks to progress the rollout. EOI for early adopter PCNs have been received.

Surrey Heartlands ICS and CPSS hosted a session on a LMC webinar for 80 people to take GPs through the options of referral pathways into community pharmacy for the service. Referral pathways ran through were NHS mail up to PharmRefer and EMIS integrated. In Surrey Heartlands nearly all surgeries are EMIS. Surrey Heartlands has agreed to look at funding the EMIS integrated system for the next 2 years. The reason this is funded for 2 years is they are

looking at NHS X solution (national) which should be available in the next 2 years which could replace EMIS pathway.

The members were updated which PCNs will go live first with the GP CPCS service. Once governance and referral pathways are running smoothly in the early adopter PCNs there will be a further roll out across the PCNs with the aim that all PCNs in Surrey will be live within 6 months of first roll out. Within Surrey, there are a number of Ehubs where the patient fills out a form online which gets sent either to the surgery or Ehub. These will be included in the referral pathway and forms will be screened and appropriate referrals sent via EMIS to the community pharmacy for GP CPCS.

DMS update – Julia met with AHSN last week to discuss progress in Surrey. Regular board meeting attended by acute trusts, Linda Honey (Director of Medicines Optimisation at Surrey Heartlands ICS) and AHSN are taking place. All the trusts other than two are currently live with DMS. Surrey & Borders Partnership trust are live with it but only in certain geographies due to how TCAM was previously set up however, this will now roll out across the whole patch. There are two trusts that are not live – SASH and Epsom & St Heliers. Epsom & St Heliers were due to go live in May but have some IT issues. SASH had set a start date of June but are now implementing EPMA (electronic prescribing system) and DMS into the hospital at the same time which will cause a 6-month delay. The benefit of implementing these together is that there will be a PharmOutcome system referral which will benefit community pharmacy. In the meantime, they could use NHS mail to send discharge summary. JP will be discussing it with them. The data with regards to DMS was discussed with AHSN last week and should have figures shortly relating to March and April.

Decision: The members agreed to propose to the Chief Pharmacist at SASH to use NHS mail in the interim.

Pre reg year changes update: The pre reg year is changing from 2021 into a trainee pharmacist foundation year and from the start of the University course in 2022 all pharmacists will be trained to be independent prescribers. There are two Early Career Pharmacists in temporary 12 month roles, looking into these changes. Ritienne Fenech has been seconded from Frimley NHS trust to work across Surrey. She is working with acute trusts, NHS England, HEE and community pharmacy. It was discussed that Ritienne Fenech should be asked to attend the next LPC meeting to give an update on the changes.

Action: Invite Ritienne to the next LPC meeting.

There have been discussions with HEE with regards to funding IP training for legacy staff. Nothing definitive has come from this yet however the goal is to make funding available for existing pharmacists to gain the IP qualification in the future.

Action: Chase HEE with regards to the IP training for legacy staff.

Regional Careers Project - The members were given an update as to the HEE Careers project to develop a web-based careers resource platform for people interested in a pharmacy career to discover all the various roles. This project is nearly ready for launch and was initially aimed at Kent Surrey and Sussex, but they are now looking at making this a national resource with schools of pharmacy expressing interest in linking this to their websites. HEE are looking to apply for several national awards and recognition for this moving forward. The expectation is to be ready for launch by the end of June.

Update on Regional Meetings:

NHS England – dispensing data review is being discussed. This has not been a major issue in Surrey but there has been an increase during Covid in other areas so the LPC have requested a review of this data. NHS England confirmed that CPAF, which was postponed last year will happen this year. A short survey consisting of 11 questions will be sent out in June / July to all community pharmacies. From this, some will be selected for the full survey which will take place in September. Any identified site visits will then take place over the winter period.

It was highlighted that there have been several contractor issues with Anenta waste collection, and the members were asked to feedback any examples to JP who will feedback to NHS England. It was highlighted NHS England should be able to see tickets raised and run this report.

Action: Feedback complaints with Anenta to Julia.

JP is attending the LMC meeting in July and 5 LMC liaison meetings in May and June, to discuss DMS and GP CPCS to ensure they are up to date. PCN clinical pharmacist training (for DMS & GP-CPCS) is also being looked at. JP has offered to run training with them and this is in progress.

PSNC guidance and governance – there is a new finance pack and LPC governance checklist due to be circulated in the next few weeks. JP to review and report to next meeting to highlight any significant changes.

Action: JP to review Finance and Government documents and feedback actions at the July LPC meetings.

The members discussed funding for training to assist with CP CPCS rollout when PCNs go live including potential funding for PCN leads. Agreed funding so far is limited and further scoping needs to be done for this, there is a bid with HEE for training of PCN leads.

Action: JP to scope funding opportunities for training for the roll out of GP CPCS (PCN leads).

The members discussed the AGM coming up in Sep and if this should be face to face or online. It was agreed to plan the event for online but to review the decision at the July LPC meeting to allow for Government guidelines to be followed. It was highlighted that should a combined online / face to face meeting be decided upon HC can assist with equipment.

7: Update on media campaigns

The members were given an update and were reminded of the core objectives. It was highlighted that it is important to be ready in communications. Identify opportunities, manage the media, build on relationships created over the past year. Promote pharmacy as a host for the media, broadcast filming locations. Knowing what they need, and how we can move fast with opportunities. Testing with Channel 5 for pharmacy as a location. Develop relationships with the press and other relationships built over time. In the next three months the NHS 'help us help you' is coming up, also PSNC website project – product should be in place around October.

The members discussed when the annual report and annual review will be distributed. SL needs Chairman report etc, she will create a production schedule, but all details will need to be received at least 6 weeks prior to publication.

Action: Check what the other LPCs want to do re review.

8: Service development & support

Pharmacy Collect service has now launched and all apart from one pharmacy in Surrey have signed up (3 in total have not across the patch). It appears to be a very successful service however in the first week there were some supply issues, but this has been resolved. The lateral flow testing service has reduced since the pharmacy collect service started however since larger venues and pilot sites have been made available in Surrey demand has increased. This is partly due to the FA cup and a racing event where prerequisite to attending was a lateral flow test which needed to be done in a testing site (not home).

Surrey Care Record update: It won't just have the data from the GP surgery (like SCR) but will be live and updated by acute trusts, social services etc and they are looking at community pharmacy to have access to this as well. IT testing was put on hold due to Covid but now looking for 4-5 pharmacy pilot sites (mix of IND AIM CCA) to ensure functionality works across all systems however no finance will be available to the pilot sites. EOI will therefore go out to pharmacies to pilot Surrey Care Records just for feedback re accessibility and information. Once this pilot is done it will roll out across Surrey Heartlands. The aim to get this set up with access from both website and PharmOutcome.

PQS update: In Surrey for all contractors eligible, 4 contractors did not claim for part 2. These contractors were contacted personally by CPSS to remind them. Only 1 contractor in Surrey who had already claimed aspiration payment did not do PQS part 2 so the advance payment will be clawed back. It was asked if all contractors who did not claim could be contacted to see if there was something that could be done differently to make them claim. 98.3% completed the PQS Part 2 declaration.

Action: Contact the contractors that did not claim for part 2 to get feedback.

The members reviewed the LCS data in comparison to last year. Due to Covid there is a significant decrease in some advanced services. Public Health is focusing on trying to get back to business as usual with NHS Healthchecks and meeting will take place with JP to see how the LPC can assist, potentially a joint refresher event with Public Health. Supervised consumption for April, May and June will be reimbursed at 50% of pre-covid rate however from July contractors will only get paid for activity. Due to activity levels this may cause a decrease in income. The Surrey & Borders Partnership Trust have stated to Public Health they will go back to previous prescribing habits and people will be move back to supervised consumption. This will be monitored and if this does not happen there are several national proposals, one from PSNC revamping the supervised consumption service to include payment per patient. Another option (completed by Dorset LPC) is to renegotiate an increase in supervised consumption fees if the levels do not return to normal.

The BP+ service has now finished and is being evaluated. Draft evaluation from Kingston University has been received and then a final version is due in June. When this is available Public Health will be approached with a view to commissioning an advanced service.

LCS for Palliative Care update: Fee structure meetings taking place with a verbal confirmation that the fee will be increased from the 1st of April to £548.17 annual fee (currently £300.00). This should be confirmed in a few weeks time and then contractors will be informed.

HEE have agreed to fund 194 Health Champion training places in Surrey and Sussex, there are 157 spaces remaining. This is now open to up to 3 people from each pharmacy. LPC members asked to highlight this training to contractors.
Action: LPC members to promote the free Health Champion training.

Hepatitis C service update: The service was launched last year during covid and no service provision has been completed to date. A meeting is taking place next week to discuss how contractors could be encouraged to sign up to the service.

The LPC have been approached to see if community pharmacy would be interested in an anticoagulation service in one part of Surrey. The members discussed the potential and agreed JP should follow up and express interest.
Action: JP to follow up.

9: Finance update

The members were given an update by the treasurer as to the Surrey end of year accounts. There is a surplus in the account and then members discussed if this should be used for training or a payment holiday. It was agreed JP and AP would review the budget including RSG funds for further decision at the July LPC meeting with the decision cascaded to contractors at the Sep AGM. The members reviewed the CPSS budget and the CPSS accounts 2020/21 YTD. It was requested that for the next meeting a 6-month LPC running cost be produced.

Action: JP and AP to review budget and bring proposal of use of surplus to the July LPC meeting.

Action: 6 month LPC running cost be produced.

10: Market entry

The members reviewed the recent market entry activity: The Surrey PNA was extended to October 2022 – JP will get an invite to the PNA meetings.

Agreed:

Change of Ownership – Day Lewis to Mauripharm – Leatherhead

Change of Ownership – Lloyds to Enimed – Frimley

11: PSNC update

PSNC is currently in negotiations so not much to update currently due to confidentiality. The Review Steering Group have invited two LPC members to attend a webinar event on the 24th of May (and for those contractors who are signed up to the contractor's forum to attend an event on the 25th of May). The webinar will guide through the implementation timeline the Berkley Group have created. Following the webinar further information will be cascaded to all contractors. RP and HC will attend this webinar.

PQS update: no detail yet as to what this will look like yet but hopefully more information will be made available in the next couple of months, (this is currently under Government negotiations).

12: Operating plan

The members reviewed the draft operational plan in two groups.

Contract support & service development – RB - AP – SP

- Supporting advanced services – should not be just advanced but all services.
- Look at why a certain pharmacy does not want to do a service – get feedback.
- Essential service what good looks like.
- Retain good services, keep at current level if not better.
- Looking at, if possible, review demographic needs of an area, design a service for that area and then discuss at the LPC.
- Let commissioners know pharmacy are here.

Stakeholder relations – HC, NS, PS

- DMS - hospital trusts should be a separate stakeholder group.
- How can we link with what is going on with the Wright Review and stakeholder group?
- How do we prioritise where we need the biggest outcome, relationship building? ICS relationships need to be developed.

Communications & engagement – RB - AP - SP

- Take feedback, what do contractors tell us about comms.

LPC planning, management & administration

- Induction for LPC members, - can it be more bite size.
- Day checklist for new committee members (list for docs, access etc).
- Guidance for CCA member – make it simpler.
- Skills, visibility for the skill set needed in Surrey LPC, how can we structure what training is needed / wanted. On the agenda for the LPC meetings in Oct there tends to be a skill assessment.

Action: JP to review the skills set and see what training is available.

- Is there more link into national campaigns?

Action: Find out if there is an audit on the first annual campaign. This information should be available upfront.

Final draft will be completed after the last LPC meeting which is tomorrow.

13: AOB

IND pharmacy awards are open, information will be circulated in the bulletin. It was suggested the Guildford pharmacy that was one of the first IND to do Covid vaccines could be nominated.

Action: Check if the LPC can nominate and if so, nominate from Surrey.

Move all meetings on a Monday stick to one day of the week preferably Wednesday.

Action: Move all Monday meetings to a Wednesday.

14: Close

Future meeting dates & venue

LPC Committee Meetings

East Sussex LPC	West Sussex LPC	Surrey LPC
The East Sussex National, Uckfield, TN22 5ES 9.30am – 4.00pm Please note these will be online Zoom meetings until further notice.	The Old Tollgate, Bramber, Steyning, BN44 3WE 9.30am – 4.00pm Please note these will be online Zoom meetings until further notice.	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm Please note these will be online Zoom meetings until further notice.
Tuesday 20/07/21	Thursday 15/07/21	Monday 19/07/21
Tuesday 21/09/21 Short meeting + AGM – Venue TBC	Tuesday 14/09/21 Short meeting + AGM – Venue TBC	Thursday 23/09/21 Short meeting + AGM – Venue TBC
Thursday 25/11/21	Wednesday 24/11/21	Tuesday 30/11/21
Thursday 10/02/22	Wednesday 02/02/22	Wednesday 09/02/22

Community Pharmacy Surrey & Sussex Executive Committee:

(Chairs, Vice Chairs and Treasurers to attend – options for conference call dial in)

16th June 2021 – 15:00-17:00 Venue TBC

7th October 2021 – 10:00-12:00 Venue TBC

13th January 2022 – 15:30 – 17:00 Venue TBC

31st March 2022 – 10:00-12:00 Venue TBC

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

16th June 2021 – (hosted by Kent) 10:00-13:00 Venue TBC

13th January 2022 (hosted by Surrey & Sussex) 10:00-13:00 Venue TBC

PSNC Forward Dates:

2021 PSNC Meeting Dates

Wednesday 7th and Thursday 8th July London

Wednesday 8th and Thursday 9th September London

Wednesday 24th and Thursday 25th November London

2022 PSNC Meeting Dates

2nd and 3rd February 2022

18th and 19th May 2022

6th and 7th July 2022

14th and 15th September 2022

23rd and 24th November 2022