

# Minutes of Meeting of East Sussex Local Pharmaceutical Committee

**Date** Tuesday 20<sup>th</sup> July 2021 starting at 9:30am  
**Location:** Zoom conference call  
**Present:** Craig McEwan, Chair, Sarah Davis, Vice Chair, Paul Antenen, Treasurer, James Grieves, Sharon Waghorn.  
**In attendance:** Sandra Lamont (SL), Communications & Engagement Lead, Julia Powell (JP), CEO, Marie Hockley, Service Development & Support Lead

## **1: Welcome & Introductions**

The Chair welcomed the members and guests to the meeting. It was noted that Michaela Tytherleigh is resigning from the LPC.

CCA reporter: James Greives

## **2: Apologies for Absence**

Micky Cassar, Shammi Radia, Susan Khlef.

## **3: Governance Matters**

The Chair asked if there were any changes to the Declarations of Interest, none were raised. The members were reminded by the Chair of the LPC constitution and the Nolan principles.

## **4: Minutes & Matters arising:**

The minutes from the last meeting on the 15<sup>th</sup> of May 2021 were reviewed. The minutes were virtually signed off as accurate by the Chair.

Mark Donaghy has been appointed to represent Sussex at the new format Area Prescribing Meeting.

## **Actions in progress:**

224 – Include information in the newsletter of the different formats DMS can be received – in progress (awaiting update from SASH as may be going to NHS mail format, once confirmed website will be updated).

226 – Put info in the newsletter re changes and send out a survey monkey – in progress.

231 - JP to send round the stakeholder model – in progress.

235 - SL to investigate using LinkedIn and other avenues to link in with locums – in progress.

## **5: PSNC Elections and LPC elections – CPSS MoU agreement**

Elections and CPSS agreement: PSNC are moving their elections from 2022 to 2023 due to the RSG timelines. Sarah Davis proposed that the LPC mirror this and move elections from April 2022 to 2023 which is a change in the model constitution. This was seconded by Craig McEwan. The outcome will need to be taken to full contractor voting at a September EGM.

**Decision:** The members unanimously voted to approve the move of elections to 2023.

The CPSS collaboration agreement is due to expire April 2022. When this agreement was set up it was agreed a review of the collaboration agreement would take place April 2022 to discuss the formation of CPSS moving forward. Sarah Davis proposed to move this to April 2023 which will also allow recommendations from RSG to be taken into consideration. This was seconded by Craig McEwan.

**Decision:** The members unanimously agreed to approve the move to review the collaboration agreement until 2023.

## **6: CPSS website**

PSNC are updating their website and as we are linked to their website, we also need to update our website. PSNC have a team providing IT support (Make) to PSNC to update their website and move to the new portal. The LPCs have received 4 different proposals in terms of support that Make can offer with 4 different costs.

- Self-Setup: Using Make support, including face-to-face and support portal. Free
- Self-Setup: Online or in-person workshop with Make's team. Extended support £250+VAT
- Managed setup: Make to install theme + training. (LPC to populate content). £1,000+VAT
- Managed setup +: Make to install & implement full website +training. £2,000+VAT

Make have provided us with estimated number of work hours for each option – the free option would be 42 hours work (however we do not have the experience so likely to take longer). The proposal is to look at being provided with some support with the preferred option from the CPSS team being the managed set up (£1,000.00+VAT cost) split between the three LPCs. PSNC held a meeting last month where the LPCs were invited. Make have streamlined this

process as much as possible to limit work hours. The members discussed the options, the third option was proposed and unanimously agreed by the members. We can change the option if we need to the higher option if needed. It was suggested this be paid from the CPSS account with each LPC adding their third of the cost.

**Decision:** East Sussex LPC members opted for the third option.

#### **7: Finance update**

The members were given an update by the treasurer as to the East Sussex LPC and CPSS accounts. The members reviewed the expense policy which is currently £23.00/hour or £230.00/day. Paul Antenen proposed to increase the daily rate to £280.00/day and £28.00/hour (capped at £350.00 on production of invoice) this was seconded by Craig McEwan.

**Decision:** The members agreed to increase the expense policy to £280.00/day and £28.00/hour (capped at £350.00 on production of invoice) with immediate effect.

#### **8: Early careers programme update – Ritienne Fenech & Alice Conway**

The Vice Chair welcomed Alice and Ritienne to the meeting.

The members were given a presentation on the Early Careers Programme. They were updated on the key changes to early career pharmacists which are taking place, the impact of these changes and advised how HEE is supporting these changes.

The role of the pharmacist is changing and will play a much greater role in providing clinical care to patients from their first day on the register. Pharmacists will be trained to have skills and knowledge to work across sectors. The training will produce adaptable pharmacist professionals who will be confident and capable of operating in multi-professional teams across a variety of healthcare settings to meet diverse and changing patient needs. There will be a transitional change in training requirements for current trainee pharmacists (new foundation) year starting 2021. A pilot led by CPPE and NHSE demonstrated that pharmacists need significant support on transition into general practice therefore a trainee pharmacist placement will result in an earlier transition. There is a need to start securing a pipeline of adaptable, competent, autonomous clinicians to deliver the vision of the NHS long term plan.

The key changes in terminology will be (from July 2021) – The pre-registration training year will be known as the foundation training year. Pre-registration trainees will become known as trainee pharmacists, pre-registration tutors will become known as designated supervisors.

There are 4 key changes, the first being a new set of interim learning outcomes (ilo's), to assess the full 5 years of education and training and to transition to post-registration. The second being the learning outcome's allowing the future proofing of pharmacists so they can adapt and provide clinical care to ever changing patient needs. The third being the foundation year focus on performance and practice with strengthened supervision and the fourth incorporating skills, knowledge, and attributes for prescribing to enable pharmacists to independently prescribe from the point of registration (this is a transitional change to be fully implemented by 2026/27).

HEE will support these changes and have started work on a practice-based assessment strategy, an e-portfolio and a range of virtual learning and information resources. The aim is to develop wider education networks at ICS level to enable local collaboration and innovations in these areas and beyond which will be facilitated by early careers training programme directors (EC TPD's).

Event dates and availability will be circulated through the CPSS newsletter and website to assist in signposting and a means to reach out to trainee pharmacists.

**Action:** Circulate information on events in the newsletter

Coaching training is available for primary care and Alice will check if this is available for community pharmacy within this. Alice to create a briefing of how they can support which will be circulated by CPSS.

**Action:** Alice to establish if coaching is available for community pharmacy and feedback to JP.

**Action:** Alice to create a briefing of how they can support which will be circulated by CPSS.

#### **9: CEO report**

The members were given a brief update as to the new Service Development & Support Lead, Marie Hockley's first few weeks. This has included handovers and lots of contractor interactions by Marie.

The members discussed the AGM which will be held at the Uckfield Civic Hall and suggestions for a speaker were discussed. The members agreed that a speaker from RSG would be beneficial to understand any changes especially IND contractors

**Action:** JP to approach RSG to see if a speaker can attend the AGM.

CPAF update: The deadline for the short survey was last Saturday. Last week 250 contractors had not completed this questionnaire. Reminders have been circulated and once the next set of data is available direct contact with contractors will be made with an aim of 100% completion.

GP CPCS: £300.00 set up and engagement fee – 75 contractors had not claimed by 5<sup>th</sup> July (deadline 7<sup>th</sup> July). These 75 contractors were contacted by CPSS to inform them but at this time there are no final figures. In East Sussex a Digital First lead is now in place for the GP CPCS rollout - Helen Todd. The process will be the EMIS integrated system for EMIS practices and PharmRefer for any Vision or SystemOne practices. Funding has also been agreed for VirtualOutcomes which have an online training platform for both community pharmacy and GP surgeries, which is funded by the CCG (the LPC will be invoiced and then reimbursed by the CCG). The training for GP surgery staff could be supported by the LPC and the cost proposal for this will be between £22,000 and £43,000, this should also assist in speeding up the roll out if agreed. Waiting to hear from them how they wish to progress this as robust training for GP staff is vital for smooth implementation. Three PCNs will now be going live, 2 in East Sussex, Foundry Lewes PCN and Alps PCNs. There is a go live webinar today at 14:30 with these 3 PCNs to take them through next steps. Training hubs in East Sussex were approached for funding however there is none available currently, but this may change in the future so although there will be no funding for the pilot sites there may be for other PCNs moving forward.

DMS update: data has been received for the various live acute trusts which will now be received from AHSN monthly, this data will allow follow ups with contractors who have received referrals but not accepted them and also if accepted but not completed (completion rate aim is 80%) to make sure they are aware of the process also highlighting that the DoC training must be done (PSNC have flagged that a number of pharmacies have yet to do this). The members reviewed referral rates from across Surrey & Sussex. As this is an essential service and data is now available for non-completion, contact will be made with pharmacies to drive completion rates up.

The members reviewed the Q1 operational plan and progress made. The AHSN funding request for GP-CPCS has been declined. There are a few PCN lead gaps. We are still waiting to hear if funding from Sussex CCG and HEE to deliver PCN lead training will be available. The members reviewed the Q2 operational plan. The Lung Cancer project went live as of the 1<sup>st</sup> of July, and this is being followed up by Marie. It was suggested that a promotional poster in pharmacies not taking part in this project but signposting to those that are could be beneficial or something to attach to prescription bags. The members were reminded that there are still 150 Health Champion training spaces available and ideally these should be filled as soon as possible.

**Action:** Marie to speak to Mark Hannigan at the CCG to see if they can produce signposting material.

Regional meetings:

- 4 LMC liaison meetings – JP has presented at all on GP-CPCS and DMS and now has a slot on agenda each month for current topics. JP gave a presentation to the LMC Chair, 2 senior medicines management team and a medicines optimisation group Chair around pharmacy remuneration after it had been raised that pharmacy contractors had asked to alter prescriptions from generic to a branded product (where generic shortage).
- PCN pharmacist meetings are starting, not just PCN GP surgery pharmacists but community pharmacy PCN leads are also invited – West Sussex had a conference in July and have asked JP to present at their September event on GP-CPCS. JP also presenting at 3 events for East Sussex, including a meeting for GPs, PCN pharmacists and other staff in August, also doing this in (Surrey) and JP has been invited to present on community pharmacy services at the GP lunch time meeting in East Sussex.
- NHS England meetings are taking place every two weeks. The deadline for submission of the PCN business continuity plans (for PQS) by the PCN leads was end of June, out of our 65, 32 were outstanding, chased by CPSS and all were received by NHSE by the deadline meaning no claw back from PQS payments for contractors.
- Covid phase 3 booster EOI is currently in circulation (tight deadline), JP is then meeting with NHSE to review the contractors who have expressed interest. Contact is being made to those pharmacies who took part in phase one and phase two to ensure they are aware they need to reapply to take part in phase three. There is a Contraception pilot going live shortly in Portsmouth (3-4 PCNs in the area) for people who would normally go to GP to be able to simply attend pharmacy. This is the first level of a planned national roll out

in terms of expanding sexual health service, starting with contraception then HRT then at specialist level, implants.

- NHSE currently hold the PharmOutcomes licence for the CPCS service but will no longer pay for this licence after September 2021. Therefore, if contractors want to continue offering CPCS they need to fund their own IT system. There are currently 2 providers who meet the IT requirements of this service which is PharmOutcomes and Sonar. There are also 2 PMR providers who are looking to become accredited to provide this. There is a webinar on Thursday this week run by NHSE to support.

Covid costs: PSNC are running three webinars for contractors to assist with Covid cost claim submission. Contractors have until 15<sup>th</sup> of August to make these claims. Contractors need to be encouraged to claim for all their costs. Any queries should be signposted to PSNC.

### **10: Service development & support**

All pharmacies in East Sussex apart from one signed up to the pharmacy collect service which is currently due to end 31<sup>st</sup> of August. The LTF service has had a reduced demand due to the pharmacy collect service. The members reviewed the LCS data. The flu service for council staff in Brighton & Hove is going ahead again this year. Last year the pharmacy had to invoice the council for payment, this year council staff will pay in the pharmacy and be reimbursed upon production of receipt. It was raised that upon returning to completing Health Checks there will be more costs involved due to cleaning etc and is there was any scope to renegotiating the fee. JP has reviewed this with Surrey. There they will have the opportunity to do a "mini health check" which they will be paid £14.00 for, if they then add cholesterol check and HbA1c check they will get the full rate of the health check at £42.00. This will hopefully lead to more health checks. B&H are interested in doing the BP+ service (they don't do health checks) there is a funding bid in for this and if this is successful BP+ will be launched in B&H. East Sussex will also be approached to see if they will approve the mini health check and then the added full rate health check.

LCS for palliative care (Sussex wide) and MAR chart scheme (West Sussex): A costing tool has been submitted for Sussex to increase the funding for the service. That is now going to be signed off and back dated to the beginning of the financial year. There are approx. 55 contractors that have not been paid for last year (20-21), this has been followed up by MH and they have asked for pharmacy bank details to allow all the outstanding claims to be paid. The contracts are moving from one-year contracts to three-year contracts and looking to instead of claiming annually that there is automatic payment. MAR chart evaluation (West Sussex) they are currently reviewing if this should be rolled out Sussex wide.

Supervised consumption service update: needle exchange is almost back to pre-covid levels however supervised consumption is still significantly down. JP has met with the Chief Pharmacist at CGL who has stated that prescribing levels will never return to pre-covid levels. PSNC have created a service draft around what can be done to add value to this service in terms of looking at health promotion advise and signposting. Lloyds have been approached to consider a two-tier payment (non-supervised / supervised). CGL are stating they are looking at this on a national level with other drug and alcohol providers. PSNC have set up a working group to liaise with them however there is no time scale on review of this costing. JP will approach Public Health to see if they can have an impact on CGL.

Other updates:

Joint work across South-East LPCs with HEE: Health Champion places (funded) there are still several places to fill.

Pharmacy careers website: The website is nearly ready to launch. This was initially a KSS piece or work but will now be adopted nationally.

Lung cancer project: (Hastings & Crawley) Training completed, and service is now live.

Hep C service meeting: Local and national work. EOI going out to pharmacies who have a significant number of needle exchange transactions. Surrey wants to do training face to face and Sussex online via zoom. JP sits on a national study group with Hep C consultants and pharmacists which is looking into how the service can be improved to see how pharmacy can offer this service to a wider audience and extend the service spec and the cohort of people this can be offered to.

Ondansetron service is launching shortly in Frimley CCG which is similar to the palliative care service. Two Ondansetron products must be kept in store (liquid and tablets) and for this, contractors receive an annual retainer fee of £1,000.00. Once this is in place in Frimley, Surrey Heartlands and Sussex CCG's will be contacted to see if they would be interested in the service.

### **11: PSNC update**

The members were updated that negotiations are still ongoing so no further information can be given at this time. There will be information available shortly over the next few weeks. It was highlighted that contractor's need to be

encouraged to submit Covid cost claims where possible remembering to have evidence in place prior to claiming. RSG have set focus group dates which are available for contractors to sign up.

## **12: Market entry**

### **Refused:**

Relocation – Warrior pharmacy – NHS resolution – appeal and refused

### **Awaiting response:**

DSP – Sussex Online Ltd – Brighton marina – reapplied new address

Unforeseen benefits – East Sussex Healthcare Ltd – Hastings – Oral hearing completed

### **To respond to:**

No significant change relocation – Kamsons Uckfield

## **13: AOB:**

AIMp want to put on an event for small multiples and if the LPC can contact those multiples with the details.

## **14: Close**

## **15: Future meeting dates & venue**

### **LPC Committee Meetings**

<b>East Sussex LPC</b>	<b>West Sussex LPC</b>	<b>Surrey LPC</b>
The East Sussex National, Uckfield, TN22 5ES 9.30am – 4.00pm <b>Please note these will be online Zoom meetings until further notice.</b>	The Old Tollgate, Bramber, Steyning, BN44 3WE 9.30am – 4.00pm <b>Please note these will be online Zoom meetings until further notice.</b>	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm <b>Please note these will be online Zoom meetings until further notice.</b>
Tuesday 21/09/21 Short meeting + AGM – Venue Uckfield	Tuesday 14/09/21 Short meeting + 28/09/21 AGM – via Zoom	Thursday 23/09/21 Short meeting + AGM – via Zoom
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)

7<sup>th</sup> October 2021 – 10:00-12:00 Venue TBC

13<sup>th</sup> January 2022 – 15:30 – 17:00 Venue TBC

31<sup>st</sup> March 2022 – 10:00-12:00 Venue TBC

### **South-East LPCs and Partners (Regional Meeting)**

(Chairs, Vice Chairs to attend)

**13<sup>th</sup> January 2022 (hosted by Surrey & Sussex) 10:00-13:00 Venue TBC**

### **PSNC Forward Dates:**

#### **2021 PSNC Meeting Dates**

Thursday 16th September

Wednesday 24th and Thursday 25th November London

#### **2022 PSNC Meeting Dates**

2<sup>nd</sup> and 3<sup>rd</sup> February 2022

18<sup>th</sup> and 19<sup>th</sup> May 2022

6<sup>th</sup> and 7<sup>th</sup> July 2022

14<sup>th</sup> and 15<sup>th</sup> September 2022

23<sup>rd</sup> and 24<sup>th</sup> November 2022