

MINUTES OF ESSEX LPC PRIVATE COMMITTEE MEETING

Held on

Wednesday 23rd January 2019

Army Reserve Centre

Springfield, Nr Chelmsford, CM2 5TA

Present	Bina Patel (BP) Jon Lake (JL) Rajiv Sharma (RS) Hamish Borno (HB)	Simon Moul (SM) Penny Skellern (PS) Tunde Sokoya (TS) Ashley Agwuncha (AA)	Chirag Patel (CP) Amarjit Nandhra (AN) Sanjay Patel (SP)
In attendance	Ash Pandya (AP)	Karen Samuel-Smith (KSS)	Angela Culleton (AC)
Apologies	Ashok Pattani (APat)		

Declarations of Interest

PS needs to update her Dol

Section 1

Contract Issues

a) Contract Change updates

KSS gave an update of the current contract applications following a recent PSRC meeting.

b) No significant change relocation 1 Potter Court, Flemming Way Witham, CM8 2ZJ by AMF Medica Ltd

HB declared an interest. KSS has completed a site visit and proposed to approve the application. Committee Members agreed.

KSS attended an Oral hearing in Chipping Ongar in January 2019, awaiting outcome.

Section 2

Minutes and Committee Issues

a) Minutes from 14th November and Action Points

The minutes from the 14th November were confirmed as an accurate records of the meeting.

BP wanted to clarify a few issues; QPS training carousel event on 17th January 2019, what was the initial outcome? CB (Carol Bryant) is currently collating the evaluations forms, but from the comments received it did appear to have been a successful event. Certificate of Attendance have been sent out to all attendees. Novartis, GSK supported the event, and HLPartnership will sponsor the outstanding payment.

Outcome from the CCG's about pharmacies dispensing spacers, 3 CCG's came back very positive however, it was going to create too much paperwork to process and would not be achievable before the QPS declaration deadline date.

Unfortunately SecurMed and NPA were not able to provide names of pharmacies that had registered for FMD due to the GDPR.

b) GSOC Report

PS gave an update from the GSOC meeting;

It was agreed Zenzero would be contracted to upgrade the LPC Office IT equipment. There had been a recent cyber-attack on Essex LPC, and as the agreement had already been placed, Zenzero they were able to resolve this issue. However, a warning to all, always check junk mail, delete and then ensure it is erased from the deleted box too.

Finance for the QPS Training Carousel, already discussed and it was appreciated HLPartnership contributed to the cost of this event.

Pop up banners are being designed and will be sent to printers.

The HR contract with Peninsula is due to expire on 21st February 2019 and will not be renewed, instead a contract with PSNC Clyne and Co will commence.

Essex LPC insurance is also due for renewal on 9th February 2019, Towergate are currently reviewing the premium.

c) IT Update

IT system at the LPC office will be upgraded remotely from today, 23rd January 2019 and will be concluded by 31st January 2019. Office staff will be offered training after the upgrade.

d) Website

AC gave an update on the website; Essex LPC have the PSNC template and have been attempting to upload and set the structure to the site, however required training directly from PSNC early in January. Now able to progress with developing the website, with the intention of it going live at end of the month, (pending the IT upgrade). The website will, however, not be complete and information will be constantly updated. If Members/Contractors want items updated, please contact the LPC Office.

e) Treasurers Report

PS shared the Finance report in APat absence. The reserve will fall below £100,000 after the levy in April, IT upgrade and the alterations made to the Pension scheme. This is the lowest it has been in a very long time.

There appears to have been some confusion with the timescale of claims. Members will receive payment by the 25th of the FOLLOWING month, if a claim is submitted.

f) PSNC Self Evaluation Form

KSS had circulated the self-evaluation assessment status for 2018/19 to members. A few areas do need to be addressed, including completing a skills gap analysis for Members. Consider a Development day for Members in July 2019.

Section 3

National Issues

a) Ten Year Plan

AP discussed 20 bullet points about the 10 year plan (attached)

BP wants to know how Essex LPC can shape itself and prepare itself for the next 10 years, need to be proactive.

TS feels that we need to have methods of recording in place, some of the information AP covered in his 20 bullet points are already being covered in pharmacies however there is not evidence to back it up.

b) Primary Care Networks

Ideally community pharmacies should attend these network sessions, but would multiples, independents release staff for an hour or so to go?

National Updates

a) PSNC representative report

Requested report but not received.

It was agreed that the main issues are shortages, supply issues and Brexit.

Members discussed and tried to suggest possible ways to assist Contractors with the shortages, but do not want Pharmacist to panic. Multiples are restricted with who they can get supplies from, independents however can resource from a wide range of wholesalers, but this sometimes comes with a higher cost.

b) NPA representative report

Requested report please see attached

Section 4

Local Issues

a) SE PIS (Prescribing Incentive Scheme)

KSS attended the Southend Drugs and Therapeutic meeting on behalf of BP. They would like to develop the Walk in my shoes project in South East Essex.

KSS is due to attend a separate meeting to look at where pharmacies are doing something already and find a way to code it back to practices, i.e. inhaler technique.

b) Pregabalin & Gabapentin

Discussed at the Pharmacy Lead Groups, KSS has draft version of information to go out to patients.

Local Updates

a) Members feedback / Contractor engagement

TS has received feedback from a couple of Contractors regarding EMOP that they feel that Essex LPC should do more webinars. It was confirmed that EAHSN do have guides and videos available on their website.

Comments AN had received have centred around stock shortages and stress levels, likewise with PS, RS.

b) Qrisk Cancer

AP explained the background of Qrisk Cancer, it has developed following the successful Talk Cancer events held last year. It's an online application to assist with risk of developing cancer in the next 10 years. AP wanted initial reaction from Members and whether it was feasible to take forward in community pharmacies.

Members generally felt that the questions were straightforward, would not need to be a clinician. However, KSS felt that pharmacy team members would require specific consultation skills training on how to deliver the results.

Could adapt the outcome to be more basic rather than a percentage, i.e. red, amber or green prompt or Yes to refer to doctor or No. Would be a worthwhile project to pursue. Agreed to run a pilot scheme in Mid and South Essex. AP to draw up proposal and criteria for next meeting

c) Meeting with ECC

AP met with Director of Adult Services at Essex County Council recently. One key area to come from the meeting was "would pharmacies complete Health checks for people with Learning disabilities?", KSS to contact ACE. The council is looking to pilot a practice-based model to see how partners could work together, Tendring has been selected.

Sian Brand (social prescribing) to be invited to next meeting

d) NE Respiratory Update

KSS run last report in December 2018, 69 patients through so far. 53 rescue packs issued, increase in MURs and sign ups to the Stop Smoking Service. NEE CCG really happy with outcome so far.

e) BHF Hypertension Update

AP explained that the information has been forwarded onto Harlow Contractors only. So far only 3 Contractors have expressed an interest. Due to go live in April 2019

DATE RAISED	ACTION DETAILS	ACTION BY
22.11.17	Boots Contracts for Stop Smoking Service/Sexual Health Service still not resolved. SP has authorised the Contract to be signed (2.11.18). HLPartnership resolving 1 point around the identifiable data.	AP/SP
16.5.18	IT Infrastructure – the system in LPC Office will be upgraded on 30 th and 31 st January 2019	AP/GSOC
18.7.18	HLPartnership Finance – Authorised signatories are now Ash Pandya and Bharat Patel	HLP
23.1.19	Electronic Medicines Optimisation Pathway (EMOP) – two engagement events have taken place recently in West Essex, both had good attendance. Colchester due to go live 19 th March, not confirmed date from Broomfield Hospital. Referrals are being actioned and Essex LPC are regularly following up pending referrals. Target is 70%.	
18.7.18	GSOC – The outstanding invoice from Fenn Wright of £1466.60 (maintenance charged) to be put onto the GSOC risk register	
18.7.18	Essex LPC 2020 Vision: Strategic Plan 2017-2020 – Action plan development and progress updates at each meeting	ALL
18.7.18	“Walk in my shoes” - KSS suggested it could be a good project for the communication or horizon scanning lead to progress. SM agreed to take this forward. KSS to further discuss with Southend and CPR CCGs as part of prescribing incentive scheme	SM/KSS
23.1.19		
19.9.18	Essex LPC Website – documents and information currently being uploaded. Intention for the website to go live at end of January, however further details will continue to be updated	Office
14.11.18	MP Engagement – Committee member’s contact their local MP’s, invite to Forum Meetings. AP to draft template PSNC letter – but must be adapted to include key topics that MP’s have referred to in social media or recent meetings. AP to share his draft letter with Members	Members/AP
23.1.19	Declaration of Interest – send PS another form as she needs to update her records	AC/PS
23.1.19	HR Contract – cancel Peninsula and sign up for PSNC contract instead	AP
23.1.19	Essex LPC Finance - Formally approach PSNC regarding fair shares from distance selling pharmacies	KSS
23.1.19	Stock shortages - Need to ensure shortages and supply issues are reported to the PSNC. Formally write to PSNC and DHSC and ask for guidance. Letters out by Friday 25 th January 2019. Formally write to CCGs and LMC requesting suspension of prescription switches and understanding of current issues. Write to MPs. Press release, radio and NPA press office too. Acquisition costs. Share with other LPC’s.	Office AP/RS SM Office
23.1.19	Will forward PSNC News Alerts to all Contractors rather than individual CCG messages	Office
23.1.19	FMD – 9 th February – sent out information already. But need to send out another reminder in next newsletter	KSS

23.1.19	Qrisk Cancer – AP to prepare proposal and criteria for a pilot programme to be set up in Mid and South Essex in readiness for next meeting (20 th March 2019)	AP
23.1.19	Health checks for people with learning disabilities - KSS to contact ACE	KSS
23.1.19	Social Prescribing – Sian Brand to be invited to the next meeting	AP
23.1.19	Mapping exercise – PS and CP volunteered to assist with KSS	KSS/PS/CP
23.1.19	LIN – JL volunteered to assist	JK