

MINUTES OF ESSEX LPC PRIVATE COMMITTEE MEETING

Held on

Wednesday 27th November 2019

Army Reserve Centre, Colchester Road, Springfield Lyons, Chelmsford, CM2 5TA

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

Bina welcomed Sarah Read from Savages Pharmacy to the meeting, Sarah is an observer pending appointment of a member to fill the vacancy created by the resignation of Hamish Borno. Hema Patel from Cross Chemist was not able to attend - congratulations Hema for your new arrival.

Declarations of Interest

All members to check current declaration details and let AC know if any changes. The LPC governance policy was circulated to clarify what should be declared.

Contract Change

KSS updated the members on the status of the recent applications. She had already prepared a draft response for the Boots consolidation application in Chelmsford. SP and JL declared an interest.

Minutes from Meeting – 18th September 2019

Minutes of the Meeting from 18th September 2019 were approved as a correct record and can be uploaded on website. All action points not included on the agenda were reviewed and updated.

GSOC Meeting

Essex LPC Accounts for 2019/20 were ratified.

Structure of the GSOC needs to be amended to comply with constitution, and members need to be appointed/reappointed.

PS nominated as chair by TS, seconded RS

JL nominated as CCA representative by SP, seconded AN

SM has a place as committee vice-chair.

GSOC will meet 2 weeks prior to committee meetings in 2020, dates to be notified.

Nikunj Shah has been confirmed as an authorised bank account signatory. Finance structure to be reviewed over the coming months.

Agreed to advertise for new Chief Officer role nationally.

Information & Data Officer and 2 Field Officer roles will be fixed term contracts. Officer Manager role to remain.

Treasurer's Report

PS reported back details in the Treasurer's absence.

Committee Members' feedback

All members reported back comments received from Contractors in their areas, including

- CPPE assessments are time consuming;
- Primary care networks and identifying leads, trying to get those pharmacies that are not engaging to be involved
- Feedback from recent locality forum meetings, low number of attendees from multiples (SP to let SM know the NE Boots contact, CP to follow up with Rowlands). JL and SP to speak to Boots area managers to engage and pre-plan events.
- Pharmacy quality scheme, it's not difficult but there is a lot to do, especially with all the audits

CD Local Intelligence Network (LIN)

JL attended the last meeting in October, chaired by Dr Sarah Rann. Key points included; Essex Police will be funding a full time CD Liaison Officer that will assist with destructions. Pharmacies to continue using the website www.cdreporting.co.uk, and follow the principle "if in doubt report it..." JL to suggest at next meeting anonymous reporting details with outcomes and evaluations/follow ups after an incident has been investigated including how the pharmacist has felt during the process as well as possible case studies. Would also be useful if a representative from the network could attend forum meetings in the future.

Daiichi Sankyo – First things First

KSS has progressed with this project. Mid and South Essex are the first phase with training and motivational interviewing taking place on January 14th at Magic Mushroom, the project will commence immediately afterwards. Currently not on formulary in North East Essex.

CPCS implementation in Essex

KSS has had difficulties in getting login details for activities for Essex but is aware some pharmacies are receiving referrals but taking no action. NHSE will suspend pharmacies who are not regularly managing referrals in a timely and appropriate manner. If a second suspension is required, the contractor will be removed from list of providers and transition fee (£900/600) will be reclaimed.

CPCS training day was a great success. CPPE were unsure if we would fulfil the full quota of 96 and we did - 97 attended.

Essex County Council Medicines Standards for Providers

This covers care agencies and care homes that are commissioned by ECC.

Guidance on use of compliance aids has altered, as quoted from the above document:

"The use of original packs of medicines with appropriate support is the preferred option of supplying medicines to patients in the absence of a specific need requiring a Medicines Compliance Aid (MCA) as an adherence intervention. There is insufficient evidence to support the benefits of MCA in improving medicines adherence in patients, or in improving patient outcomes and the available evidence does not support recommendations for the use of MCAs as a default."

Essex LPC do have a template letter available on the website, it can be adapted to include the Office phone number if pharmacies preferred.

Primary Care Networks

All locality meetings have now taken place, PCN pharmacy leads have been nominated in most cases. PCN pharmacy lists will be posted to all Essex Community Pharmacies to confirm the arrangements and to also give the opportunity for others to put their names forward if unable to attend the locality meetings and to ensure all pharmacies within the PCN's agreed with the nominated pharmacy lead.

KSS will circulate the PSNC Memorandum of understanding with her comments. Committee to either accept or tailor it. Pharmacy PCN Lead to have a clear brief when attending PCN meetings.

Work has already started and planned across the county, including; integrated training taking place in South Essex; West Essex have set up pharmacy network meetings including hospital, pharmacy based and community pharmacist. Essex LPC meeting with Practice Managers and Essex LMC in December.

VirtualOutcomes

KSS has now spoken with Richard Brown from Avon LPC, the costings were included in the pack. Discussion took place around the logistics of the application; it appears that the data goes to Avon with no control and the training is not externally validated. Majority of pharmacies are already active members with organisation (Numark, NPA or Alphega etc) which all offer training, there are also other applications available for pharmacies to use. The committee decided not to progress further with VirtualOutcomes as an LPC offer.

"Spring" training carousel event – Tuesday 21st January 2020

In the next month a realistic plan for training needs to be identified, risk management and sepsis may be wanted, the LPC Office has already made "soft" enquires about safeguarding. Healthy Living Pharmacy level 1 is not just a Pharmacy Quality Scheme criterion, it is also a national requirement (now valid for 3 years), likewise so is safeguarding (valid for 2 years).

PQS micro site in Well, and training on-line availability, Boots employees are given 8 hours to complete CPPE, likewise with Lloyds and Rowlands.

All committee members will ask contractors their PQS training needs and any other areas of concerns, so that these can be built into the schedule for the "Spring" training carousel event in January, please let the office know by 4th December 2019.

PLEASE NOTE: The LPC meeting will take place prior to the conference.

National review of the representative and support of community pharmacy contractors in England

Initial comments –

- Constitution does not mention support but that's what LPC do, possibly centralising functions
- The hypothecated levy is likely to be in the £100's rather than in £1,000's. Option could be for PSNC to increase levy and do more i.e. removing some aspects from LPC's. LPC's to be more contractual focused.
- Remove duplications across organisations i.e. NPA, CCA and AIMs working more closely together
- More federations, however, Essex in a difficult place geographically, could possibly merge with Herts, but they already work with Bedfordshire and Milton Keynes. Suffolk, Norfolk and Cambridgeshire. But could collaborate more with each other and provide/exchange skills and practices therefore creating efficiency savings

- Terms of Reference within the review. Start asap, reporting back before April 2020.
- Unsure how this will pan out, watch this space.....

NPA/Provide Hypertension Service

This service has now finished. Evaluation being embargoed and not being circulated; however participating contractors will receive feedback. Options for contractors to “buy” the kit rather than return it are being considered.

PSNC self-assessment report

The self-assessment report has been undertaken, however due to the recent HR/staffing issues this report is not representative of the LPC as a whole, and so it has not been published. Once a new Chief Officer is in post the self-assessment report will be repeated, and this will inform the next strategy and workplan.

DATE RAISED	ACTION DETAILS	ACTION BY
24.7.19	Electronic Medicines Optimisation Pathway (EMOP) – Need to actively work on achieving the 70% referral rate. Frank to send SP a user-friendly Boots list so that he can follow up	Frank McLaughlan
23.1.19	CD Local Intelligence Network (LIN) Jon Lake sending the Office the latest CDAO newsletter so that it can be distributed widely. Possible representative from network to attend forum meetings in 2020.	JL
24.7.19	Essex LPC Self-Assessment – Karen completed but not yet published. Penny to assist with checking details	ALL/PS
24.7.19	First Thing First – Mid and South Essex in the first round and training taking place on 14 th January 2020	LPC Office
18.9.19	Essex LPC Budget 2019-20 – ratified 27.11.19. Ensure 2020-2021 is produced earlier	
18.9.19	Healthy Living Pharmacy – possibly set up as a centre, have all the details in readiness, training health champions. Boots are covering “in-house”	KSS
18.9.19	Primary Care Networks – pharmacy mapping details to be sent to all Essex Community Pharmacies to confirm nominated PCN Pharmacy leads for each PCN. KSS to share PSNC Memorandum of understanding with her comments, members to accept or to tailor it.	AC KSS/Members
18.7.18	“Walk in my shoes” – Simon Williams has agreed that this will be included in next years’ Prescribing Incentive Scheme	
27.11.19	Declaration of Interest – all members to ensure details are up to dates, any changes to be notified to the Office by the next meeting (21.1.20)	ALL
27.11.19	Recruitment – Chief Officer vacancy to be advertised urgently. Information & Data Officer and 2 Field Officer roles to be advertised in new year as fixed term contracts	GSOC/ LPC Office
27.11.19	GSOC Meeting dates 2020 – dates to be scheduled 2 weeks prior to the committee meetings, dates to be confirmed	GSOC
27.11.19	Multiples – representatives to encourage more attendance to LPC events	CP, JL, SP, AN, AA
27.11.19	“Spring” training carousel event – Tuesday 21st January 2020 – members to ask contractors their training needs, so that they can be built into the schedule, to inform the Office by 4.12.19	ALL