

LPC Meeting Minutes
Zoom Meeting Wednesday 3rd February 2021

Present: Bina Patel Simon Moul Jon Lake Penny Skellern
 Tunde Sokoya James Chaplin Chirag Patel

In attendance: Karen Samuel Smith Angela Culleton Sarah Read Ashok Pattani
 Frank McLaughlan Mo Raje

Apologies: Rajiv Sharma Hema Patel

Not present: Sanjay Patel

Follow up from Minutes 11th January 2021

All action points have been addressed and completed.

Frank McLaughlan reported back his activities to the Committee including his guidance with PCN's leads, business continuity plans, covid-19 vaccinations and meetings attended. Karen mentioned that where pharmacies have had to close, has the BCP updated.

Mo Raje has adapted his strategy by focusing on pharmacies within CCG areas and is now rolling out a GP CPCS training programme. He has received details from NHSBSA, several pharmacies have claimed, but are not eligible to do so as they have not attended the training yet. The RPS training has been included into his training package. Karen acknowledged Mo is doing a fantastic job.

ACTION: Following a suggestion by Chirag Patel, Mo will send out information to all Contractors of what has occurred with GP CPCS training and uptake.

ACTION: Angela to re-circulate the agreed Community Pharmacy (Essex) logo, this will be used on stationery, e-mails etc

Due to a number of reasons impacting on the office, including time spent on the co-ordination of covid-19 vaccinations for community pharmacy teams and with Tony leaving the workplan will need to be reviewed and the Gantt chart updates.

ACTION: At next Office team meeting, update and amend workplan and re-circulate to Members

Covid-19

Details have been circulated to all Essex community pharmacies explaining how they can book staff member vaccinations, as follows:

Mid and South Essex – <https://covid.shiftpartner.com/>

North East - neeccg.vacresponse@nhs.net

West Essex <https://hctbookingportal.as.me/>

It is likely, but not yet confirmed pharmacies may be able to reapply to become vaccination sites at end of February/early March. Details will be circulated when this has been confirmed.

Jon Lake has been working in a number of areas recently and has heard that patients prefer to have covid-19 vaccines at a community pharmacy rather than GP practices.

Hospital covid-19 sites are stepping down for administering the 1st dose of vaccine, however they look likely to remain available for the second dose.

There appears to be rumours and hearsay of GP's administering second vaccinations within the 3-week window, if this is the case, they will not be remunerated for them.

Those community pharmacies that would like to get involved in vaccines could attend the online vaccine training and to also volunteer at local COVID-19 sites.

GSOC report

It was agreed that Frank would work 5 days a week until the end of March and GSOC thanked him for doing this.

Workforce planning for the office will be viewed in July/August to be reviewed.

It was agreed that where holiday has not been able to be taken, the office staff could either carry over a week equivalent (to be used by end of May) or to be paid.

ACTION: Karen to let Ashok know the team's requests

Karen worked on a consultancy basis with Novartis, information is not yet available, however community pharmacies could be commissioned with a service as an outcome.

GSOC members have requested Officers to resume sending updates of meetings attended, outcomes etc.

ACTION: Karen, Frank and Mo to send regular reports to Members commencing from April 2021

Appraisals to recommence for the office staff.

Significant savings have occurred over the last year, mainly from hosting virtual meetings.

Finance Report

Ashok presented the latest financial report for Essex LPC. Contractors will benefit from another levy holiday for February and March 2021.

Contract Change

No current applications to be discussed.

Received details of a pharmacy closing at the end of February. Karen has raised with PSNC, as we have only been given 3 weeks' notice of closure and it may have an impact of services offered within the area, requested more notice in future.

Received change of supplementary hours for 10 Rowland Pharmacies, may have an impact on the PNA and could create gaps in service provision.

Contract changes and regulations workshop

Karen provided information on contract changes and regulations supporting them, including types of notifiable applicants, the process, excepted applications, no consultation (non-notifiable), appeals, other related considerations and market exits.

Contractor Issues

All members have contacted some of the Contractors within their area to find out how they are managing/coping, gain feedback and understand any areas of concern. Similar matters were echoed across the county including:

- Increased workloads within the pharmacy teams and increase complex cases as well as more referrals for emergency supplies. Maybe a need for more clinical training
- Lateral flow kits have now been received in pharmacies; the testing is not mandatory however if a test is done it is compulsory to record the outcome.
- Large numbers of pharmacy team members have now received covid-19 vaccines or are scheduled to have their 1st dose in the near future.
- Webinars that have been hosted by Karen have been well received, appreciate the different times the sessions are offered. Would welcome any sessions but no more COVID-19 related webinars. Multiples would like to encourage more staff members to join the meetings.
- What's App messaging are working well, where used.
- Contractors would welcome social distance meetings to start taking place as soon as possible.
- Some contractors had noticed they received a levy holiday in December, others were not aware of it.
- Concerns over GP CPCS but are grateful Essex have invested in moving this forward.
- Dissatisfaction with NHSE
- Want to be prepared for Discharge Medicines Service (DMS)
- Newly established pharmacies lost in the system and have concerns missing out.

ACTION: Karen to discuss with CCGs to commission blood pressure service within community pharmacies

Consideration to offer webinars at the weekends.

Webinar on Discharge Medicines Service (DMS)

Karen to contact newly opened pharmacies by way of an introduction.

LPC Office to consider other digital/technology to reach out to pharmacy teams.

Essex LPC Constitution

The constitution had been circulated prior to the meeting for all to read, the following comments were made:

- Name needs to be altered from Essex LPC to Community Pharmacy (Essex)

- Confirmation has been requested for a list of pharmacies that are now AIMs.
- Returning Officer for the election 2022 to be confirmed, James Wood?
- Voting papers to be circulated to all contractors, and to contact CCA member companies Head Offices direct with their voting forms.
- Conference/AGM date was confirmed as Wednesday 15th September.

ACTION: Members to contact Contractors to find out who they would like as guest speaker(s) at the conference.

Invite “rising stars” to attend the LPC meetings in 2021.

AC/4th February 2021