

# Minutes

**Location:** Europa House, Barcroft Street, Bury, BL9 5BT  
**Date:** 19<sup>th</sup> September 2018  
**Time:** 9:30am – 12.15pm

## 1. ATTENDEES

Members Name	Company	Initials
Mubasher Ali	CCA	MAI
Mohammed Anwar	Ind	MA
Claire Dickens	GMLPC	CD
Adam Irvine	GMLPC	AI
Aneet Kapoor (Chair)	Ind	AK
Ifti Khan	CCA	IK
Peter Marks	AIMp	PM
Fin Mc Caul (from 11.15am)	Ind	FM

Members Name	Company	Initials
Mohamed Patel	Ind	MP
Bruce Prentice	Ind	BP
Emer Scott	GMLPC	ES
Sarah Simpson	AIMp	SS
Helen Smith	CCA	HS
Jennie Watson	CCA	JW
Jonathan Whiting	CCA	JWh

**APOLOGIES:** No apologies were received. Fin Mc Caul (FM) had notified members he would be late due to an unavoidable clash with another meeting. Waqas Ali (WA) was not present. Members agreed to write to CCA about this.

## 1-5. CLOSED COMMITTEE DISCUSSION

## 6. WELCOME, INTRODUCTION, APOLOGIES, DECLARATION OF INTEREST (DOI), MINUTES

AK welcomed members to the meeting. He informed AI, CD and ES that the agenda had been amended to enable committee members to use the afternoon session to continue their closed discussion.

AK also advised that there would be a full committee meeting in October. AI said he would circulate potential dates.

No new declarations of interest had been received.

The committee approved the minutes from the previous meeting.

**Action: AI to share potential dates for October committee meeting – all committee members to respond by 21<sup>st</sup> September.**

### 6.1 ACTIONS FROM PREVIOUS MEETING

Members reviewed the action log and discussed all incomplete actions that were not elsewhere on the agenda.

18/07 BP advised that he had not had a response yet regarding the remaining predecessor bank account. There was discussion about next steps. It was agreed that the Finance group would prepare the paperwork needed for the account to be transferred to GMLPC, and that CD would arrange to meet the former treasurer.

**Action: BP to lead on preparation of paperwork and CD to arrange pharmacy visit to get signature by 31<sup>st</sup> October.**

18/64 AI said he had not yet received any examples from committee members to demonstrate branded generics' impact on patient safety, and stressed again how important these examples

were in making the case to prescribers. He asked again for case studies and examples from committee members.

**Action: Members to send AI examples/case studies demonstrating branded generics' impact on patient safety by 5<sup>th</sup> October.**

18/65 AI had been in negotiations with HR service providers, and would send details and costs for all options to the HR group for decision. MAI asked for this to be done at lunchtime so the HR group could make a decision that day.

**Action: AI to send details and costs of HR support to HR group on 19<sup>th</sup> September.**

18/72 AI advised that GMHSCP had not sent details of pharmacies they would like us to contact about NUMSAS. (Post-meeting note: ES contacted GMHSCP to see if this is something they would still like us to do. Awaiting info from GMHSCP.)

## 7. CEO UPDATE

Members had read the CEO report. AI informed the committee of the following additional items:

- Over-the-counter medicines had been discussed at Greater Manchester Medicines Management Group (GMMMGM). AI advised that GMLPC continued to represent contractors' views on this and was suggesting the best option would be an advanced Minor Ailments Service (MAS) and 'refer to pharmacy' scheme. He also said that NHS England had confirmed Greater Manchester was in line for the next phase of testing for a GP-led DMIRS (Digital Minor Illness Referral Service).
- Branded generics had been discussed at Greater Manchester Pharmacy Cabinet. GMMMGM and GMHSCP's medical director were happy to support prescribing guidelines being developed into a policy for all CCGs. GMLPC was working with the regional drugs body to gather data. AI suggested that it would therefore be sensible to await the outcome of this work before visiting area prescribing committees. IK asked if Bolton LPC were involved in this work. CD and AI advised that it fitted with the operational review proposals, with work being done on behalf of all pharmacies.
- More pharmacies had begun delivering the Hepatitis C service and 40 tests had now been done in four pharmacies. AI was visiting a pharmacy on 20/09/18 to train them on using the system.
- GMLPC had just had first sight of the new dashboard from PharmData. AI advised that PharmData had promised a heat map facility would be added, along with a line on income opportunities. The data indicated Greater Manchester contractors could achieve an additional £1.8m for MUR and £6.2m for NMS if they delivered them to all patients who would benefit (up to the maximum allowed). AI also shared a GMLPC dashboard, developed with help from IK. GMLPC contractors had performed extremely well on June Quality Payments. MAI asked how the data from the dashboard would be used to improve performance. AI and CD advised that it would be used to develop training/Academy programmes and support for individual contractors, including during pharmacy visits. Contractors would be able to request their data to see how they were performing and understand the income opportunities open to them. AK also noted that there was a contractor support session as part of the GMLPC AGM & conference, where this would be presented.

AK asked what support GMLPC was providing to contractors to help them deliver the flu service. AI and CD advised that communications had been going out in the newsletter, including links to the PSNC briefings. CD advised that Dipesh Raghvani was developing an updated top tips document.

BP advised that PharmData stated contractors would receive £50.88 per Quality Payment point they successfully claimed in June 2018.

CD informed the committee that all 1:1s with staff members had now taken place. Asana was being updated to reflect the new GMLPC workstreams and locality updates. CD asked committee members to update the office by phone after locality meetings to communicate any relevant information and so that any actions could be added to Asana straight away. AI said Asana would be upgraded after the conference and AGM.

BP asked if there had been any recent contact with Oldham. CD said GMLPC had received very positive feedback about the commissioning proposals and commissioners were already engaging in discussions about sexual health services. CD said that she and Rikki Smeeton had invested considerable time in the last few months visiting localities and attending meetings and that good relationships were now developing. Discussions with Tameside & Glossop on the commissioning proposal had been led by GMHSCP. Wigan had advanced local commissioning structures but were engaging.

IK suggested that the locality update be RAG-rated in future so committee members could understand where there were any issues. IK also noted that the committee had not set expectations for each locality. JW suggested highlighting what was new each month.

**Action: Amend future reports to include RAG rating and highlight new items.**

## 8. OPERATIONAL REVIEW

AK noted that a proposal had been shared with committee members and that committee members had been asked to submit comments and feedback to AI by 28<sup>th</sup> September.

**Action: Committee members to send comments on document to AI by 28th September.**

## 9. AGM & CONFERENCE

CD said around 80 people had now booked onto the conference. All committee members confirmed they would be attending except SS and HS. AI noted that AK was hosting the event and would be keeping presenters to time during the morning session. Other committee members should mingle with contractors and get feedback, and chat to sponsors. (CD said the office would be connecting information on topics/events sponsors would be interested in supporting in future.) AK asked committee members to arrive at the event between 8.30am and 9am and wear business dress. JW asked for a template of questions to ask contractors. PM also asked for a list of sponsors. It was agreed the office would provide this information.

**Action: CD to provide template and list of sponsors by 23rd September.**

## 10. GM HEALTHCARE ACADEMY

There was discussion about future Academy events. CD, AI and ES said that the November events were due to focus on electronic repeat dispensing (eRD) and collaboration with GPs, but that FMD was another area that could be featured. ES said she had spoken to Raj Patel from the FMD working group and that he would prefer to come to an event and answer contractor questions than to do a webinar/film. FM also noted that there would be more information about FMD after the national pharmacy show in October. It was agreed to run two sets of events in November:

- Events focusing on eRD and collaboration with GPs, and
- One large event on FMD, the new data security/IG toolkit, and anything emerging from the PSNC conference or news about the pharmacy contract.

**Action: JW and CD to discuss Academy events on 27th September, and arrange for the office to send out a 'save the date' ASAP.**

## 11. SUB-GROUP UPDATES

Applications: PM said the group had received lots of applications and was meeting later that day to discuss them.

Workforce: FM said Nicola Gray from the Royal Pharmaceutical Society would be chairing the Pharmacy LPN Workforce group, and that a planning meeting had been arranged for the pharmacy sector across Greater Manchester. The aim was to develop a Pharmacy Workforce Plan for Greater Manchester by December, and then ensure it was integrated with the wider GM workforce.

Services: MAI said there was nothing to report.

HR: IK noted the conversation about HR support. AI was sharing details and costs for the different options and the HR group would make a decision.

## 12. CONTRACTOR SUPPORT

AK noted that draft documents had been shared and asked committee members to provide feedback to AI by email.

**Action: All committee members to review draft DSP and prescription direction materials and send comments to AI by 5<sup>th</sup> October.**

## 13. UPCOMING MEETINGS

It was agreed that AK, AI, IK and ES would attend the PSNC conference on 26<sup>th</sup> September.

## 14. FUTURE LPC MEETINGS AND FREQUENCY

It was agreed that 2019 GMLPC meetings would take place on the third Wednesday of the month. As in 2018, meetings would generally take place bimonthly in January, March, May, July, September and November in venues rotating around Greater Manchester. However, all members should keep the third Wednesdays of intervening months free in case of additional meetings.

## 15. AOB

IK noted there had been discussion about issuing a joint flu letter from GP and pharmacy bodies to GPs and community pharmacies in Greater Manchester. AI advised that the GM Association of LMCs had been unable to support this letter. AK expressed disappointment at this, especially given the need for closer collaboration than ever this year between GP practices and pharmacies. AI said he had planned to discuss this with colleagues at PCAG and it was agreed that a letter expressing disappointment should be shared with the appropriate commissioners within GMHSCP.

**Action: AI to raise this with PCAG colleagues and draft a letter for commissioners by 21st September.**

There were no other items of AOB and AK closed the open session of the meeting.