



HERTFORDSHIRE LOCAL PHARMACEUTICAL COMMITTEE

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STAKEHOLDER MEETING MINUTES

Wednesday 3 October 2018
Novotel Stevenage

Present

Girish Mehta (Chair) - GM
Rachel Solanki (Vice Chair) - RS
Nilesh Bathia – NB
Matt Bristow - MB
Karsan Chandegra – KC
Rizwan Majid – RM
Parag Oza – PO
Raj Patel - RP
Graham Phillips - GP
Purvi Smart - PS
Roy Winograd - RW
Suraj Varia - SV

Apologies

Ingrid Cruickshank
Jeanette Edwards
Vinesh Naidoo

Professional

Helen Musson - HM
Sara Norwood (Minute Taker)

Guests

Jane Banbury (PH HCC) - JB
Sarah Crotty (HV CCG) - SC
Liz Fisher (PH HCC) – LF
Elma Maxim-Shortt (HWE STP) – EMS
Zara Mehra (CPPE) – ZM
Alan Spicer (NHSE) – AS
Pauline Walton (ENH CCG) - PW

Apologies

Jane Bray (NHSE)
Stacey Golding (ENH CCG)
Caroline Goulding (NHSE)
Brian Gunson (HHW)
Mike Harrison (LMC)
Rachel Lea (LMC)
Alison Walsh (PH HCC)
Nicky Wright (HBL ICT)
Carol Young (PH HCC)

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Minute No.	Agenda Item	Lead
1	<p>WELCOME & APOLOGIES FOR ABSENCE GM welcomed everyone to the meeting. Apologies were received from LPC member Vinesh Naidoo and guests Jane Bray, Stacey Golding, Caroline Goulding, Brian Gunson, Mike Harrison, Rachel Lea, Alison Walsh, Nicky Wright and Carol Young.</p>	
2	<p>DECLARATION OF INTEREST None.</p>	
3	<p>ITEMS OF URGENT BUSINESS None.</p>	
4	<p>MINUTES OF OPEN MEETING HELD ON 31 JANUARY 2018</p>	
4.1	Minutes were ratified and approved.	
4.2	<p><u>Matters Arising</u> LF confirmed the stop smoking service newsletter has not yet been initiated but that Public Health Hertfordshire is planning to combine it with the successful sexual health newsletter.</p>	
5	<p>HERTFORDSHIRE, BEDFORDSHIRE AND LUTON ICT SERVICES Nicky Wright sent apologies. The paper was received. No questions were raised.</p>	
6	<p>HERTFORDSHIRE COUNTY COUNCIL</p> <p><u>Public Health Update</u> GM welcomed Jane Banbury and Liz Fisher to the meeting.</p> <p><u>Public Health Contract</u> JB outlined that phase two of the public health contract had been completed for both sexual health and stop smoking services. Phase three had been delayed until January 2019.</p> <p>JB outlined that Public Health has reviewed activity for all pharmacies that signed up to the Primary Care contract in October 2017. Letters have been sent to the phase two pharmacies advising providers whether they are on target to meet the criteria for sexual health and/or smoking quits.</p> <p>JB reported that:</p> <ul style="list-style-type: none"> • Public Health has removed 44 pharmacies that did not meet the criteria since phase one; • there are currently 123 pharmacies providing services: 50 just providing stop smoking services, 24 just providing sexual health services and 49 pharmacies with contracts for both stopping smoking and sexual health totalling 73 sexual health pharmacies and 99 stopping smoking pharmacies; • two stop smoking pharmacies were not aware that they did not have a contract: arrangements have been made for any quits that they completed during this time to be paid for as a one-off arrangement. <p>JB indicated that a final updated list of pharmacies will be posted on the Hertfordshire.gov web site and shared with local services.</p>	

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	<p>ACTION: Public Health Hertfordshire will send the final list of pharmacies offering sexual health and stop smoking services to the LPC to add to their website.</p> <p><u>Sexual Health</u> It was noted that chlamydia screening remained low despite the number of Emergency Hormonal Contraception (EHC) supplies that were being undertaken.</p> <p><u>GDPR</u> It was noted that there were still some pharmacies that had not yet completed the Data Processing Agreement for Pinnacle Health (PharmOutcomes) as part of GDPR requirements. Pharmacies were encouraged to contact Carol Young with any queries on this.</p> <p><u>PGDs</u> The Varenicline PGD is being reviewed and a new one will be in place before the present PGD expires on 30 November 2018. HM and GM were involved in the development of the PGD. It was noted that a training session had been set up for 26 November 2018 which was open to those new to the PGD or those already providing as a refresher.</p> <p>ACTION: LF to send further details on the PGD training to the LPC office.</p> <p>JB confirmed that the Council is adopting a new system of digital signing (DocuSign) and accepting the public health contracts which could potentially be used for the PGD. Pharmacies will be notified when this system in place.</p> <p><u>British Heart Foundation Bid</u> LF confirmed that the Sustainability and Transformation Partnership (STP) bid that involved Hertfordshire Health Improvement and the LPC had been successful. The funding was for BP readings to be performed to identify at risk patients. The bid will be focused in four localities – Stevenage, Lower Lea Valley, Watford and Harlow and mobilisation and implementation was now being planned.</p> <p><u>Tobacco Control</u> LF indicated that the quit rate in Hertfordshire had decreased but that footfall to stop smoking services had increased. LF expressed concern that this could be due to providers not completing the four week outcomes template on PharmOutcomes.</p> <p>ACTION: LF to share communication with providers with this reminder and the LPC would send a reminder out to pharmacies in the e-news.</p> <p>LF confirmed that the current service specification would run until the end of March 2019 but that there would be planned changes to be implemented in April 2019.</p> <p>LF reported that the next Tobacco Control Alliance would be focusing on the end of the tobacco control strategy and achievements to date.</p>	<p>JB</p> <p>LF</p> <p>LF</p>
<p>7</p> <p>7.1</p>	<p>NHS ENGLAND</p> <p><u>Central Midlands Area Team Update</u> GM welcomed AS to the meeting. The NHS England paper was tabled and received.</p>	

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	<p><u>NMS/MUR Quarterly Reports</u> AS reported that he was part of a national workforce group on resolving non-submissions by contactors for NMS/MUR quarterly reports to the NHS BSA or by paper to NHS England. It was indicated that all contractors were now encouraged to submit their quarterly returns digitally to NHS BSA.</p> <p>It was noted that it was suggested that NHS England would be looking to resolve this initially informally by involving the LPCs. The LPC suggested that reminders were sent to contractors that did not submit but AS indicated that this was already undertaken. The LPC also suggested that they undertake a similar process for CPAF submissions whereby LPCs are alerted to those not returning their submissions. ACTION: AS will feedback to the LPC on next steps.</p> <p><u>Flu</u> The LPC queried how the new flu process advice was sent out to pharmacy contractors as not all contractors had received the information. ACTION: AS confirmed he will take this back to PHE for action.</p> <p><u>Community Pharmacy Assurance Framework (CPAF)</u> AS reported that 53 pharmacies across Hertfordshire, Bedfordshire and Milton Keynes did not respond to queries from NHS England in relation to their completed CPAF screening questionnaire. The LPC requested the rationale for the pre-CPAF visit. AS confirmed the pre meeting was a support visit to tackle “minor” issues to avoid a full CPAF submission and visit.</p> <p><u>Quality Payments</u> AS reported that two pharmacies within Hertfordshire would be having their quality payments finances clawed back by NHS BSA due to not providing the necessary evidence that they had met the quality payments criteria.</p> <p>7.2 <u>Developing the long-term plan for the NHS Consultation</u> The above consultation paper was received.</p> <p>HM indicated that the LPC had developed a short response and that PSNC had responded in full. The LPC would be happy to share their responses and encouraged stakeholders to share their responses with the LPC. ACTION: LPC to share NHS Consultation response with stakeholders and stakeholders to share organisation responses with the LPC.</p> <p>The LPC asked whether the local NHS England team was aware of the consultation as it had not been well publicised either to stakeholders or pharmacy contractors. The LPC informed AS that the timeframe for the response was too short for a document so big and important. ACTION: AS would feedback to NHSE regarding the consultation timescales and would let the LPC know of any outcomes.</p>	<p>AS</p> <p>AS</p> <p>AS</p> <p>AS</p> <p>AS</p> <p>SN/ Stakeholders</p> <p>AS</p>
8	<p>HERTS VALLEYS & EAST AND NORTH HERTS CCGs GM welcomed Sarah Crotty and Pauline Walton to the meeting. The CCGs joint update paper was received. It was recognised that the LPC and CCGs had been working collaboratively together.</p>	

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	<p><u>EpiPen</u> SC confirmed all contractors should support patients when changing to different devices due to the ongoing shortage of the EpiPen products.</p> <p>SC reiterated the manufacturer’s advice that some batches of EpiPen would be ok to use after the expiry date but to also advise patients not to discard of their present stock as non-availability is going to be a long-term issue.</p> <p><u>EPS</u> The LPC queried whether there were examples of feedback that messages for patients were not always conveyed by pharmacists. ACTION: PW indicated that Stacey Golding was leading on this work and would ask Stacey to feedback to the LPC.</p> <p><u>GDPR</u> The LPC queried what good practices reminders had been sent out on GDPR to pharmacies. ACTION: SC/PW to send the information on good practice re GDPR reminders to the LPC.</p> <p><u>Flu</u> PW added that they have been working with the Hertfordshire Care Providers Association (HCPA) to ensure that care home workers have been signposted to have their flu vaccination at community pharmacy as well as at GP Practices.</p> <p><u>West Herts Medical Centre</u> The LPC expressed concerned that patients relocating from the West Herts Medical Centre (WHMC) were being informed that they could not re-register at another practice as the patient list was full. Pharmacies need to be given information so they could appropriately signpost patients. ACTION: SC would undertake to forward the CCG statement and the LPC would include this in the LPC e-news again.</p> <p><u>Medicines Optimisation Clinical Leads (MOCL) Meeting</u> RS indicated that at the above meeting for Herts Valleys CCG there was a strategy presented for the CCG’s Pharmacy and Medicines Optimisation Team. SC indicated that this was an iterative process but confirmed that the LPC can comment on the strategy within the next two weeks.</p>	<p style="text-align: center;">PW</p> <p style="text-align: center;">SC/PW</p> <p style="text-align: center;">SC/HM</p>
<p style="text-align: center;">9</p>	<p style="text-align: center;">HERTFORDSHIRE AND WEST ESSEX STP</p> <p><u>“Open the Bag” Campaign Project Update</u> GM welcomed Elma Maxim-Shortt to the meeting. The papers outlining the implementation of the above project and proposed posters were received.</p> <p>ESM was informed of the LPC view that the “Open the Bag” pre and post questionnaires should be sent to all contractors.</p> <p>AS outlined the following queries with the implementation plan:</p> <ul style="list-style-type: none"> • Under General Public in section five: AS suggested removing “or to the delivery driver” as this would have left the pharmacy so medicines could not be returned to stock. • Under General Public in section five: AS suggested adding the dustbin as well as disposing of unwanted medicines down the toilet as many 	

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	<p>patients are unaware that they should not be putting medicines in the bin.</p> <ul style="list-style-type: none"> • NHS England should be added as a key stakeholder under sections six and seven. • To confirm that the amount of the medicines waste bill is correct. <p>The LPC outlined that this is not just a pharmacy issue and that it was key that GP practices were involved and how were practices being involved. ESM confirmed a meeting was being arranged to ensure GP engagement.</p> <p>It was noted that the posters and stickers regarding the “Open the Bag” campaign would be sent to all contractors across the STP area.</p>	
10	<p>HERTFORDSHIRE HEALTHWATCH Brian Gunson sent his apologies. No paper was received. No discussion was held.</p>	
11	<p>CPPE GM welcomed Zara Mehra to the meeting. The report was received.</p> <p>ZM confirmed that there CPPE had just launched new e-learning training for EHC and COPD that involved ‘avatar’ patients that had been well received. ZM also noted that CPPE was about to launch full information on the CPPE training in relation to the quality payment requirements for February 2018.</p>	
14	<p>ANY OTHER BUSINESS None.</p>	
15	<p>NEXT STAKEHOLDER MEETING ACTION: Date and time of the next LPC Stakeholders meeting would be confirmed by email.</p>	SN