

PSNC LPC Implementation and Support Subcommittee Minutes

For the meeting to be held on Tuesday 12th May 2015

at York Marriott, Tadcaster Road, York, YO24 1QQ

commencing at 11:15am

Members: Christine Burbage (Chair), Mark Collins, Raj Morjaria, Umesh Patel, Rupen Sedani, Anil Sharma, Faisal Tuddy.

In attendance: Mike King, Zoe Smeaton, Melinda Mabbutt

Apologies for absence

At the time of preparing the agenda there were no apologies for absence.

Minutes of previous meeting and matters arising

The minutes of the meeting held on 10th March 2015 were approved by the subcommittee.

Agenda and Subcommittee Work

The subcommittee then considered progress and reports on the work plan areas for the year. It was noted that there would be a need to keep the topics under review throughout the year as additional work areas may come up.

1	Assist LPCs to promote pharmacy service provision to local commissioners	Status
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The report from the office was noted. The rationale behind the recommended publication timeline for the prospectus, commissioner emails and website section which will all be aligned to the upcoming HSJ settlement was explained. The subcommittee agreed these would be useful resources and that LPCs would be able to use the supplement in their local conversations. It was noted that the office will promote and support LPC Think Pharmacy events.

The subcommittee approved the next steps and timelines as detailed in the agenda and had no additional steps to add.

2	Promote models of efficient and successful LPCs	Status
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The report from the office was noted. The subcommittee considered the report on the merger of the LPCs in Lancashire to see if any additional resources or support needs may be required for other LPCs considering such a restructure.

Mark Collins reported on the 12 months since Central and East Lancashire LPCs merged and noted that PSNC's merger guide had been useful. The most challenging aspect has been the changes in the commissioning environment which have taken place since the merger. The Lancashire merger will be used as a case study to help others going through the process.

Further discussions were had on other LPC mergers and learnings from them as well as existing guidance on this and federations. The subcommittee had no additional steps to add; however, it was agreed that the review of existing support was to be an ongoing process rather than being marked as 'complete' in the agenda.

3 Support LPCs in addressing contracting challenges through provider companies and other routes	Status
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The report from the office was noted and Mike King outlined some of the points in more detail.

Discussions were held around whether PSNC should be recommending that LPCs go down the provider companies route and what other advice could be given to LPCs on this topic. It was noted that this process is taking some time to complete and there is a desire for it to move more swiftly. This is due to be raised in the LPC Chairs and Chief Officers meeting taking place in June.

It was suggested that more complex tenders such as those for consortia and partners need to be covered in guidance to help LPCs to better understand what is happening.

The subcommittee approved the next steps and timelines as detailed in the agenda and had no additional steps to add.

4 Help LPCs to improve their effectiveness by provision of support and training	Status
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The report from the office was noted. The subcommittee considered whether to recommend that PSNC, subject to financial approval, should provide employers liability insurance to LPCs through an overarching policy. They also considered the plans for the LPC websites.

Subcommittee Recommendation

The subcommittee recommends the committee adopt the NPA’s employers liability insurance to cover all LPCs.

The Survey Monkey results were reviewed and discussed to determine which training sessions would be most beneficial to run later in the year. Most of the areas of interest are already covered in the PSNC training programme. The potential benefits of employing alternative formats, such as videos, for training and guidance materials were noted for those who cannot make, or miss out on, certain training days. It was also noted that the health and policy updates given to PSNC could be better highlighted to LPCs to address any training needs in that area.

The need to encourage and support LPCs to complete the self evaluation tool on PharmOutcomes was discussed although nearly two thirds of LPCs have now used the tool. The office is preparing case studies to highlight the benefits of the tool to those LPCs that have not yet used it. It was reported that a sample of LPCs that had not completed the assessment had been contacted – most had completed the assessment but not uploaded the results or were planning to complete .

It was noted that during interviews for the new Non-Executive Chairman of PSNC, all the candidates had praised the content and usability of the PSNC website.

Increasing interest in LPC websites has made development considerations timely; a survey is being undertaken to gauge which would be of most interest to LPCs and there will be an update on progress in the next subcommittee meeting.

The subcommittee approved the next steps and timelines as detailed in the agenda and had no additional steps to add.

5 Provide the best possible information and support to contractors and pharmacy teams	Status
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The report from the office was noted. The subcommittee considered the format of the statistics reports and were pleased for these to continue in this style. The success of the audit video was noted for future guidance formats.

The subcommittee had a brief discussion on social media and whether the office could analyse the reach we are getting on Twitter. The office will consider this; and it was also suggested that a separate twitter account designed to appeal to commissioners could be set up at the same time as the commissioner emails.

The subcommittee approved the next steps and timelines as detailed in the agenda and had no additional steps to add.

6. Any other Business

The results of the Survey Monkey LPC feedback to LIS were noted. The subcommittee agreed that the names of LPCs who have responded will be included in the survey responses document. It was noted that some further feedback was required from Steve Lutener on Q8 (ESPLPS).