Minutes of the Meeting held Tuesday 17th March 2020 via Microsoft Teams platform

Chairman

Paul Jenks LPC Chairman and LPC Member CCA rep

LPC Members present

Chris Kenny LPC Treasurer and Member AIMp rep

Blazej Jasnowski LPC Member AIMp rep

John Broomhead LPC Member AIMp Rep

Jon Norman LPC Member CCA rep

Les Guiblin LPC Member CCA rep

Sai Koneru LPC Member CCA rep

Chirag Ahir LPC Member Independent rep

In attendance

Hazel Sisson LPC Admin Support Officer

Apologies

Alastair Farquhar LPC Vice-Chair and LPC Member AIMp rep

Marc Brooks LPC Member AIMp rep

Enrico Pignotti LPC Member CCA rep

Renate Bulvane LPC Member CCA rep

Wojciech Cwiek LPC Member CCA rep

Chris Mulimba LPC Member Independent rep

Minutes from LPC Meeting 21st January 2020

The minutes were accepted as a true record and approved by the committee.

Matters Arising

*Emergency Prescribing*

* Jon queried Emergency Prescribing via NHS email.
	+ LPC Chair commented that he is unfortunately unable to attend a regular 10am Wednesday meeting but if any other member of the committee could attend, he would share the meeting invite.
		- Les commented that he would be able to attend, just not this week.
* The committee considered the need to be mindful in supporting contractors in the future.
* The committee considered potential issues with Shared mailboxes resulting from different staff working in different branches.
* It was acknowledged that Out of Hours do not have access to EPS.
* The committee was informed that we currently have a good working relationship with NHSE to support contractors across the whole East Midlands area which might prove useful in the future.

Finance update

* LPC Treasurer informed the committee that there was nothing critical to report to the committee at present
	+ A treasurer report would be circulated to the committee in the future.
* NRF Training Plan to be postponed at present due to concerns of gathering a large number of people together as a result of COVID-19.

LPC Governance

* The committee briefly considered the LPC Final Response which was circulated as part of the meeting notes.
* The committee was informed that the outcome was potentially expected to be announced at PSNC conference on 5th May,
	+ It was acknowledged that this might be changed in light of the current situation.
* The committee acknowledged the need to be mindful of LPC Governance and agreed that any changes should be made after publication of the final report.
* The committee was informed that the LPC Chief Officer’s appeal had been undertaken and a final decision by the appeal committee was awaited.
	+ A committee discussion followed.
		- The committee was informed that the reasons for the dismissal were confidential and acknowledged that this proved difficult for the committee to decide how to proceed.
	+ Following discussion, Chirag proposed a motion that the Executive Committee were okay to discuss and make a decision on behalf of the committee with how to proceed.
		- John Broomhead seconded the motion.
	+ The committee was requested if approached to state that ‘Steve no longer works with Community Pharmacy Lincolnshire’ without giving any more details.
* The committee was made aware that Alastair was stepping down from the committee at the end of March.

Market Entry

*Consolidation Application: Boots UK Limited, 196-199 High Street, Lincoln, Lincolnshire, LN5 7AL (continuing site) and Unit 12 St. Marks Shopping Centre, Lincoln, Lincolnshire, LN5 7EY (closing site).*

* The committee confirmed that everyone had looked at the previously circulated consolidation application and was asked for comments.
	+ The geography of the area was considered.
	+ Chris commented on the procedural issues with the application.
		- The application refers to “Two Ball Lonnen” and “Newcastle Pharmaceutical Needs Assessment 2018-2021".
		- The patient group has not been identified.
* Following a committee discussion, it was agreed that the committee response should be that although there are no issues in principle the patient group had not been identified and therefore does is satisfy the necessary test.
	+ Chris to help draft the LPC response.

COVID-19 Planning

* The committee undertook a discussion on how to support contractors, points discussed included:
	+ Anyone who was advised to have a flu jab should self-isolate for between 6 to 12 weeks.
	+ Capacity of staff.
	+ Consideration of normal processes.
		- Should the LPC advise?
			* Blister packs – should these still be provided?
			* Delivery every four weeks instead of weekly if possible?
		- Smart Card’s currently prevent for example a member of Lincolnshire Co-operative staff working in a Boots store.
			* How does the LPC support?
				+ LPC Chair to speak to NHSE+I.
			* Potential of sharing burden.
	+ Sai commented on Locum’s taking advantage of the situation by charging higher rates for their services.
		- A committee discussion followed.
	+ The committee considered how to gather information from contractors.
		- Other LPC’s have created Survey Monkey polls.
			* The committee considered whether contractors would want to complete these at the present time.
			* Sai queried what would they gain?
		- Chirag commented on the potential of PCN leads driving contact.
			* LPC Chair agreed that this would be a good role for PCN leads to play but they should not agree to anything.
				+ Information should be brought back to the LPC for discussion.
			* PCN leads can be useful in gaining local understanding.
			* Can support GP practices to manage patients.
	+ Emergency legislation is currently going through which will look at temporarily supporting pharmacy closures.
		- This would mean for example that a pharmacist could possibly work for half a day in one pharmacy and half a day in another.
* Chris shared a press release from We are With You (formally Addaction) with the committee regarding Substance Misuse clients.
	+ A committee discussion followed on how this could be used to create a working relationship with We are With You.
	+ They had commented that supervision is not a legal requirement.
	+ Chris commented that the wording needs to be nailed down regarding closures etc.
* Guidance is required from PSNC concerning what pharmacies can do in pandemic situations.
* LPC Chair informed the committee about a conversation he had had with STP last week about potentially switching on the NRF Emergency Supply Service on PharmOutcomes based around pandemic rules.
	+ Chirag queried how much funding was available for this?
	+ LPC Chair commented that this would only be switched on with CCG funding mechanism in place.
	+ Chris commented that there was discussion around a national emergency supply service.
	+ The committee discussed patient stockpiling and the need for a true emergency supply.
* The committee considered SCR access.
* Manipulation of period of treatment?
	+ To be picked up with LMC to see what is in place.
* eRDS can be amended to 3 months rather than 6 months when a review is due.
* Patients should be advised to use NHS online rather than 111 for symptom checker.
* Option for CPCS to not be undertaken face-to-face.
	+ Committee was advised that a pharmacy should be able to justify this decision and mange concerns and red flags appropriately.
* Les queried whether we are suggesting minimising the use of consultation rooms, potentially moving less sensitive conversations to the side in the pharmacy?
	+ These are questions which will be asked of PSNC.
	+ GP’s are triaging patients.
	+ Caution about the responsibility of pharmacist.
	+ Should other services be suspended?
		- It was acknowledged that whether or not to provide private services would be a decision for the individual company.
* OTC shortages:
	+ LPC Chair informed the committe that Optum have reported that in South and South West patients have been advised to go to their GP to request Paracetamol on prescription.
		- Patients should not be advised to stockpile when they are not needed.
	+ Should not be advising the use of Ibuprofen for symptoms of COVID-19.
	+ Chirag commented on the availability of Paracetamol.
		- P or GSL packs
			* Price increase in those previously obtained.
			* Unable to source.
		- Dispensing packs
			* What was previously only 40p a packet is now £2.20 a packet.
			* Unable to source.
	+ Les commented that Northern Ireland Boots stores are breaking down dispensing packs into smaller packs.
		- Providing patient information leaflets and correct advise to patients.
		- Chris commented that MHRA have said that a manufacturing licence is needed to spilt packs down.
		- Chirag queried whether we can do this?
			* MHRA say no.
			* Not advised.
			* Storage of dispensing packs.
	+ Do not advise patients to get a prescription, apart from those on long-term management programmes.
	+ Restrictions should be in place on supply.
* Chirag commented that elderly patients who are not usually home delivery patients are asking for home delivery.
	+ The committee acknowledged that home delivery is not a NHS service.
	+ A discussion followed around concern over carers and delivery drivers becoming super-spreaders.
		- Advise patients to arrange for local family and friends to collect prescriptions.
	+ Suggestion of amending delivery protocols.
		- ‘drop and run’.
			* no patient signatures.
* LPC Chair asked for committee views on printing a larger poster for pharmacies to display using large red letters.
	+ Other LPC’s have organised posters.
	+ There would be a cost involved to print and distribute.
	+ Jon commented that the information will be out of date by the time it is printed and distributed to pharmacies.
	+ Potential of national guidance might be published.
* Chirag queried whether there was any information on the peak?
	+ Whether a curfew would be in place?
		- It was acknowledged that 100-hour colleagues would face bigger challenges around work force.
			* Might need to work with NHSE around emergency legislation.
* The committee considered pharmacy closure.
	+ NSHE has to be notified.
		- LPC Chair commented that there was a form on PharmOutcomes which could be adapted and switched on.
	+ Expectation to inform pharmacies, GP’s and possibly We Are With You (formally Addaction) of closure.
	+ Potential of PCN’s passing on information.
* LPC Chair to pull together information to be circulated to Lincolnshire contractors not mirroring national guidance but covering FAQ’s and what they need to do.
	+ Draft to be sent to committee members for feedback before it is circulated to contractors.
	+ Email to be sent to contractors by the end of the week.
* LPC Chair queried what the committee thought of a weekly check-in?
	+ Chirag commented maybe weekly at first, moving to daily in the future.
	+ It was agreed that a conference call in the evening would have the least impact on day-to-day business.

AOB

*TCAM*

* LPC Chair commented that he had pushed back discussion of this on a local basis because of the national service which starts in July.

*Feedback and comments*

* LPC Chair requested that any feedback is sent to info@pharmacylincolnshire.org because multiple people have access to this mail box ensuring that nothing important will be overlooked.

*PSNC*

* Chirag queried whether there was any information regarding movement of support around cash-flow.
	+ LPC Chair commented that this question has already been asked.
	+ Further information was awaited.



Signed ......................................................................... Date........19/05/2020....................