



COMMUNITY PHARMACY Lincolnshire

Minutes of the Meeting held Thursday 17th January 2019 at
Washingborough Hall Hotel, Church Hill, Washingborough, Lincoln, LN4 1BE

Chairman

Paul Jenks LPC Chairman and LPC Member CCA rep

LPC Members present

Alastair Farquhar	LPC Vice-Chair and LPC Member AIMp rep
Chris Kenny	LPC Treasurer and Member AIMp rep
Blazej Jasnowski	LPC Member AIMp rep
Marc Brooks	LPC Member AIMp rep
Nick Carney	LPC Member AIMp rep
Christine Bass	LPC Member CCA rep
Enrico Pignotti	LPC Member CCA rep
Gaetano Bellia	LPC Member CCA rep
Jon Norman	LPC Member CCA rep
Les Guiblin	LPC Member CCA rep
Chirag Ahir	LPC Member Independent rep

In attendance

Hazel Sisson LPC Admin Support Officer

In attendance between 3pm – 4.50pm

Garry Myers PSNC Regional Representative

Apologies

Steve Mosley	LPC Chief Officer
Zoe Starbuck	LPC Member CCA rep

Committee Governances

Apologies for absence

- LPC Chair informed the committee that Zoe has resigned from the committee.
 - Zoe is leaving Boots and moving to a job in a non-pharmacy role.
 - LPC Chair to contact CCA.
 - Zoe to be removed from committee contacts.
- LPC Chair briefed the committee on the LPC Chief Officer's absence.

- LPC Chair acknowledged the challenges resulting from the LPC Chief Officer's absence.
- At present, access to the LPC Chief Officer's emails was not available but a resolution to this situation was being investigated.
- The committee was requested to feedback any relevant email communication to LPC Executives.
- LPC Chair informed the committee that he had contacted Chris Mulimba.
 - Chris Mulimba was unable to attend today's committee meeting but confirmed he was keen to join the committee as an Independent Representative.
 - New member paperwork to be forwarded to Chris Mulimba.

Competition Law Guidelines

- There were no changes to our stance from the prior meeting on this matter.

Declarations of Interest

- Chris Kenny still to complete a new declarations of interest document.

Minutes from LPC Meeting 20th November 2018

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

Matters Arising

Lincolnshire Smoking Cessation Service via Quit 51

- Marc commented that this was rolling on until the new service starts.
 - It was acknowledged that there is no support function in place.

Sexual Health Services

- LPC Chair informed the committee that this had not been picked up and would be followed up.

Substance Misuse Services

- Les commented that they had switched back to BD needles rather than the alternative.
- Marc confirmed that payments for Methadone provision are now up-to-date.
- LPC Chair commented that they are policing the CPPE Training Pack.
 - Marc commented that there was a grace period of six months.

Public Health Campaigns

- LPC Chair informed the committee that PSNC have advised that all 2019/2020 campaigns are to be directed.
 - Help Us Help You
 - Children's Oral Health/Smile Month
 - Antimicrobial Resistance
 - Stoptober
 - Help Us Help You
 - Alcohol

NHSE – electronic repeat dispensing

- LPC Chair informed that committee that apparently the invoice for the outstanding £7,798.92 which is to be used for work around improving uptake of electronic repeat dispensing has been put on the wrong desk at NHSE.

Stock Availability

- LPC Chair had contacted Greater Manchester LPC concerning the work they have undertaken with reporting stock issues.
 - It was acknowledged that we need to be more mindful following Brexit how stock issues are recorded.

DMIRS

- LPC Chair briefed the committee that there had been nothing majorly different in the update call which had taken place yesterday.

Care Portal Login

- LPC Chair commented that this should be included on the agenda for the next committee meeting.
- Alastair informed the committee that West Lincs CCG have made enquires on how to send out more information to all pharmacies.
 - Alastair to follow up.
 - Chris Kenny commented that IG needs to be considered.

Finance update

Treasurers Report

- LPC Treasurer talked the committee through the Treasurers Report.
 - Closing balance as at 15th January 2019 was £91,770.53.
- The committee was asked to consider the substantial reserves and advised to look at spending non-recurrent funding balances.
 - The LPN, NHSE & LPC need to agree a plan.
 - The committee to look at spending the non-recurrent funding this calendar year.
 - To be included on the agenda for the next committee meeting.
 - Alastair commented that this must meet NHS objectives in the management of minor ailments.
 - Requirement to be County wide.
 - Committee discussed ENT.
 - Provision of training and then looking at the commission of service provision.
 - Potentially for 20 pharmacists.
 - LPC Chair to explore.
 - Ideas must come the committee.
 - LPC Chair requested a commitment from the committee to circulate and identify ideas.
- The committee was informed that the LPC Treasurer role is now a salaried role based on 5 hours per month.
 - Due to employment regulations and WT directive.

- LPC Chair commented that he feels this puts the LPC in an improved position.
- LPC Treasurer reminded the committee to submit any expenses or backfill claims as soon as possible.
- LPC Treasurer proposed a levy holiday, seconded by LPC Chair.
 - Committee agreed.
- The committee was informed that some CCA's have challenged the LPC reserves, why the AGM was taking place more than 6 months after the financial year end and why the accounts are still in a draft form?
 - LPC Chair has responded to the CCA queries.
 - LPC Treasurer commented that our Levy is as low as it can be.

Essential Services

Quality points update

- LPC Chair commented that the drip feeding of information concerning QPS is challenging.
 - Nick mentioned that Risk Review Templates have been updated.
 - Alastair commented on the conflicting information given.
- Waste management came out last week, which causes a challenge if amendments need to be made in the short term.
 - Waste compliance, click on portal to access SCR portal so it can be checked.
 - Options of manage my services or snap survey.
- Nick commented that RSPH had undertaken 3 visits in August to Lincoln Co-operative pharmacies in addition to requests to send in portfolios which can be time consuming to compile.
 - Visits are supportive.
 - Portfolio requires copies to be made, taking hours to pick out the evidence they requested.
 - LPC Chair commented that Boots have had both also.
 - Committee discussion followed.

Advanced Services

Flu update

- The committee acknowledged that flu had calmed down.
- The committee was briefed that vaccine shortages had been considered this year and the 2019/20 season would use different vaccines again.

DMIRS

- LPC Chair briefed that committee around recent DMIRS conference calls.
- Reasonable number of 67-68 in Lincolnshire.
- How message is put across:
 - Some purchased medicine
 - Some need advice
 - Remember to process through DMIRS
 - Pharmacy needs to contact the patient.
- 368 referrals in the Greater East Midlands area.
 - 91 referrals in Christmas week.
- Contact is being made where pharmacies have not completed.
- Changing patient consultation expectations.

- Referral in and out of hours have different processes.

NUMSAS

- The committee considered how this was a clunky process which is still in pilot until the end of March.
- LPC to continue to encourage Contractors to complete the application process and offer support.

Falsified Medicines Directive

- The committee was asked what support to offer Contractors?
 - Alastair suggested that the LPC should respond if asked.
 - Les queried what is happening with FMD?
 - February 9th, FMD comes into force. If you don't scan an FMD product you are breaking regulations.
 - It was acknowledged that only a small number of products currently in the market are FMD compliant.
 - FMD stock requires both a 2D barcode, anti-tamper device and serial number.
 - PI stock will have to have a serial number when it is re-boxed.
 - Wholesalers will have to conduct risk-based scanning of FMD stock from short line wholesalers but not manufacturers.
- The committee discussed when a product should be decommissioned, at point of dispensing or point of handing to patient.
 - Either option is okay.
 - Deadline of 10 days after decommissioning a product before it cannot be recommissioned.

Market Entry

D&B Healthcare Ltd – Distance selling premises – Office 3, Hillcroft Business Park, Whisby Road, Lincoln, LN6 3QJ

- The committee was informed that this application has been granted today.
- A committee discussion followed regarding distance selling pharmacies.

NHS England Meetings

- Paul and Alastair briefed the committee following the latest NHSE meeting.
 - They had challenged appeals with NHSE.
 - Application granted to give extra provision when it was an unforeseen benefits application.
- Mark Hall had commented that training locally concerning applications and justification of their decisions will be undertaken.
- Chris Kenny commented that the NPA have requested comments concerning 100-hour pharmacies.
 - Chris Kenny commented that it needs a basis, demonstrating a change in the need.
 - LPC Chair commented that contracts were granted on 100-hour basis and impacted on other contractors when the contract was granted.
 - Alastair commented that they could reduce their hours between 9am-6pm.
- NSHE mentioned that extended hours at GP's Louth could be a problem as there are no 100-hour pharmacies in this area.

- The committee was made aware that CPAF was not completed by all.
 - 5 contactors did not complete.
- The committee was informed that NHSE are keen for PharmOutcomes to be used to inform of any closures.
 - LPC Chair commented that there were currently a few technical issues.

Transfer of Care Around Medicines (TCAM)

- The committee was briefed, there is a desire to improve and NHSE are looking at digital solutions.
- The committee was informed that Steve Gibson has arranged to visit a site late February.

PSNC Regional Representative

Update from the PSNC Regional representative – Garry Myers

- Garry Myers provided the committee with updates from PSNC.

HLP Plan

Funding from Public Health

- The committee was informed that information needs to be provided back.
- Funding of £45,000 was given, initially to be used to encourage HLP but QP covered this.
- Potentially aiming to create mini networks, PH can't employ a member of staff, but they can say they have increased engagement by....
- The committee was requested to provide feedback on how to increase PH engagement.
 - Possible ideas include Leadership, HLP or MECC training.

LPC Governance and Self-Assessment

- Discussion of the LPC self-assessment template was postponed until the next committee meeting.
- Committee was asked to consider the template in preparation for discussion.

AOB

Engagement in electronic repeat dispensing

- Committee was asked to feedback with ideas.
 - Potentially an initial contractor meeting inviting GP Practices.
 - A couple of meeting around the County.

LPC Chief Officer

- Marc queried the situation with the LPC Chief Officer.
- [REDACTED]
- [REDACTED]
- Les queried the potential of appointing a temporary Chief Officer?

[Redacted content]

Signed ... 

..... Date.....21/03/2019.....