



COMMUNITY PHARMACY
Lincolnshire

Minutes of the Meeting held Thursday 18th July 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 (arrived at 12.20pm)
Chris Kenny	LPC Treasurer and Member AIMp rep
Blazej Jasnowski	LPC Member AIMp rep
John Broomhead	LPC Member AIMp Rep
Marc Brooks	LPC Member AIMp rep
Sai Koneru	LPC Member CCA rep (arrived at 10.10am)
Jon Norman	LPC Member CCA rep
Les Guiblin	LPC Member CCA rep
Chris Mulimba	LPC Member Independent rep

In attendance

Steve Mosley	LPC Chief Officer
Hazel Sisson	LPC Admin Support Officer

In attendance between 11.40pm – 1.30pm

Christine Newitt	Duncan & Toplis
Diane Johnson	Duncan & Toplis

In attendance between 1.30pm – 2.00pm

Derek Neale	Thrive Tribe
Jackie Williams	Thrive Tribe

In attendance between 3.15pm – 4.30pm

Garry Myers	PSNC Regional Representative
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Apologies

Enrico Pignotti	LPC Member CCA rep
Chirag Ahir	LPC Member Independent rep

Committee Governances

- LPC Chair welcomed John Broomhead (AIMp representative) and Sai Koneru (CCA representative) to the committee.
 - Introductions were undertaken by the committee.
 - PSNC website continues to be checked for information regarding new member days.
- LPC Chair informed the committee that both himself and LPC Chief Officer have contacted CCA regarding the current CCA vacancies on the committee.

Competition Law Guidelines

- LPC Chair reminded the committee that these have to be read but committee members can only be shown a copy they cannot keep a copy.
 - LPC Chief Officer provided the committee with a brief overview of the information contained within these guidelines.

Declarations of Interest

- Sai to complete Declarations of Interest document and sign the Confidentiality Agreement.
- No changes to committee members' declarations of interest.

Minutes from LPC Meeting 16th May 2019

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

Matters Arising

Virtual Outcomes

- The LPC Chief Officer informed the committee that there are a lot of resources on Virtual Outcomes.
- In response to a query Marc had raised previously concerning level of specification, LPC Chief Officer informed the committee that someone holding Level 2 or above needs to add local input to the spec to meet Level 1 criteria.

STP Update

- LPC Chair informed the committee that he was on annual leave when the last STP meeting had taken place last week and LPC Chief Officer was also unable to attend.
 - Nothing particularly on agenda for Community Pharmacy.

CPPE

- LPC Chair commented that this event on revalidation had been attended by 38 multi-disciplinary people.
 - Feedback was that the event had been very well received.
 - LPC Chief Officer commented that LPC had pushed the event.
- LPC Chair informed the committee that the hush hush topic for training has been postponed.

Oral Health

- NHSE Oral Health Promotion Event is to be held on 16th October 2019.
 - LPC to push to contractors nearer the time.

Bundle switching

- LPC Chief Officer informed the committee that he was awaiting confirmation from Liam regarding organising a contractor Bundle Switching Event in September or October.

Microsoft Office 365 Teams

- LPC Chief Officer informed the committee that Microsoft Office 365 has a Teams site.
 - Pages will be built to hold information and resources around what the LPC is working on.
 - All committee members will be given access.

Committee Meeting Dates

- The committee was reminded that the AGM was planned for Thursday 19th September preceded by an afternoon committee meeting.
 - The committee discussed and agreed that the AGM should include an educational event dependent on pharmacy contract announcements.
 - Potential of arranging Liam to hold an endorsing workshop as part of the AGM evening was discussed.
- The committee discussed whether to hold future meetings on a Tuesday or a Thursday?
 - The committee discussed the reasoning behind a change to holding meetings on a Thursday.
 - Marc commented that he had shuffled around cover to allow attendance at committee meetings on a Thursday rather than Tuesday.
 - But could re-arrange to allow for attendance on a Tuesday if necessary.
 - Following a committee discussion, it was agreed that meeting dates for January and March would be booked on the third Thursday.
 - The committee agreed to review meeting dates again in January for the remainder of 2020.

Finance update

- LPC Chief Officer responded to a comment made by Marc in the previous meeting concerning the need to put on more training and spend money saying that the LPC had no choice but to do so.

Treasurer Report

- LPC Treasurer talked the committee through the Treasurer Report.
 - Closing balance as at 15th July 2019 was £80,319.00.
- LPC Treasurer highlighted to the committee that the large peak in LPC Chief Officer's net salary payments was due to a tax code change, with subsequent cumulative adjustments by means of overpayments of NI and Tax.

- The committee discussed ENT + Eye training with the option to extend for a second day of training covering Respiratory + Skin.
 - Marc commented that it was better to have training before a service.
 - Marc and LPC Chief Officer both commented that contractors would need notice of such training.
 - A period of 8 weeks' notice time was agreed.
 - Potentially early November.
 - Venues and trainers to be provisionally booked.
 - Equipment cost was discussed.
 - LPC Chief Officer commented that CCG's could potentially pay for equipment.
 - LPC Chair queried whether we hold as LPC assets?
 - LPC Treasurer queried who would maintain the equipment?
 - The committee discussed and agreed to provisionally budget for but hope not to pay for equipment.
 - Use of NRF monies is justified as developing something that develops services.
 - Delivers benefits to contractors.
 - Long term benefit.
 - Look to develop training plan before AGM.
 - LPC Chief Officer suggested £10,000 from NRF and £10,000 from Levy.
 - LPC Treasurer queried matched funding approach.
 - Jon commented that this needs to be County wide.
 - LPC Chief Officer suggested that it might be best to saturate a particular area initially with 20/30 pharmacies and then spread longer-term, front loading and then going to other funding sources.
 - The committee discussed whether to provide 1-day or 2-day training.
 - Following discussion, the committee agreed to plan for 2-day course with training dates close together.
 - The committee acknowledged the need for a written plan.
 - LPC Treasurer and LPC Chief Officer will get together to draft a plan.
 - LPC Treasurer proposed £10,000 matched funding – 2 x 2-day courses.
 - Marc seconded proposal.
 - Committee passed the proposal.
 - Aim for early November.

Essential Services

CPAF short form questionnaire

- LPC Chief Officer informed the committee that there had been four non-respondents to the CPAF short form questionnaire.
 - LPC Chief Officer had chased up non-respondents.

Bundle switching

- LPC Chief Officer informed the committee that training is being arranged.

PINCER

- LPC Chief Officer briefed the committee.
- The committee was made aware that most PCN's will not be able to have their own pharmacists by this time next year.

- LPC Chair commented that the principle is pharmacist speaks to patients identified from computer data.
 - Straightforward interventions.
 - Not-dispensed niche patient knowledge from community pharmacists.

Health Promotion

- Oral Health Promotion event on 16th October 2019.
 - The committee was informed that this will be promoted on website diary.

Temporary suspension of services

- LPC Chief Officer informed the committee that draft policy is awaited.
 - Parked for now.

Margin delivery

- LPC Chief Officer informed the committee that not on active claw back.
- 10p item expected to come back in.
- Margin delivery is broken.
- No published information is out yet.
- Committee discussion followed.
- Trend nationally is stabilisation whereas trend in Lincolnshire is a decrease.
- County wide aim to reduce spending.
- Aim to reduce ghost dispensing e.g. specific generic brands.
 - Optum are working on the issue.
- LPC Chief Officer commented on the need to hold PSNC to some level of challenge.
 - Disadvantaged locally.
- Committee was shown a graph comparing England and Lincolnshire NIC Tracker.
- Elements of fees not tracked.
 - Dispensing length discussed e.g. 28 days or 56 days.
- LPC Chief Officer talked about the data we are getting from various sources.
- Stock availability impacts.
 - Encourage contractors to report shortages to PSNC.

SSP Protocols

- LPC Chief Officer informed the committee that SSP's will only come in if we leave EU.
- Sai commented that a PSNC webinar is available.

NHS Long Term Plan

Interim People Plan - Pharmacy

- LPC Chief Officer briefed the committee around the NHS Interim People Plan and advised that a more detailed plan could be found via the links within the document.
- LPC Chief Officer asked the committee what do we want to do or ask others to do?
 - LPC Chair commented on the need to challenge lack of community pharmacy.

LPC Contracting Company

Discussion of contracting company options with guests from Duncan & Toplis accountants

- LPC Chief Officer provided the committee with an overview.
 - PCN's will potentially look to cherry-pick services.
 - Need to be a legal entity.
 - How do you quickly sign up if various different pharmacies in a PCN group?
 - LPC could set up a company to be an in-between, working between PCN's and pharmacies.
 - PSNC see contractor negotiations as a step to far.
 - Various other LPC's have taken different views.
 - PSNC are promising a new model – currently still with lawyers.
 - Protection – liability for loss is only with what it is set up with assuming all normal processes are followed e.g. £1
 - Separation of powers between company and LPC.
 - Optum has set up an essential company which develops and tries to commission. Deploying local companies when required.⁶
- LPC Treasurer informed the committee that very little brief was given to the Accountants prior to this meeting.
- Christine Newitt and Diane Johnson from Duncan & Toplis joined the meeting at 11.45am.
 - Introductions were undertaken.
 - Christine works within Healthcare and VAT
 - Diane compiles our year end accounts.
 - LPC Treasurer commented that the LPC is potentially looking to create a provider arm and asked for an overview of their experiences around this area.
- LMC is the statutory body.
 - Commercial arm contracts to the statutory body.
 - Grant matches spend.
 - Limited company would employ Chief Officer.
 - Limited company would allow for office space to be rented and for a phone contract.
- Committee members would not want to be Directors.
 - Named members of company limited by guarantee.
 - CCA would refuse to be beneficial owners.
 - Another option would be for the shares in the Limited company to be held in trust.
 - LPC would hold one share and look over interests of all.
- LPC would receive levies.
 - Company would manage day to day running.
 - Could be run as a trading company or managed as a second company.
 - Service level agreement in place.
- LPC Treasurer queried whether Duncan & Toplis has a support function?
 - Yes, they do.
 - Duncan & Toplis also have lawyers they work with around Healthcare which they could suggest.
- Dormant filings can be submitted.
- Measurable element in short term is VAT element.
- Training and assets could be put through Limited company.
- Benefit to contractors was queried?
 - Can be ready to act to procure services.

- The committee agreed it would be foolish to look at existing services because of TUPE, but for new services it might be beneficial.
- Following a committee discussion, it was agreed that this was worth exploring.
 - To be considered with limited expectations.
 - Christine commented that Duncan & Toplis could put a paper together.
 - To be considered in the future.

Public Health Services

Integrated healthy lifestyle service with guests from Thrive Tribe

- Derek Neale and Jackie Williams from Thrive Tribe joined the meeting at 1.30pm.
 - The committee was shown a presentation.
 - Four pathways:
 - Drink Less
 - Eat Well / lose weight
 - Move More
 - Stop Smoking
 - Health Care Professionals can refer people.
 - Smokers, Carers, Lincolnshire County Council Employees can self-refer.
 - 'One You Lincolnshire'
 - Same tariffs as Quit51 was:
 - Quit Date set - £5
 - CO-Validated Quit 4 weeks - £25
 - Non-Validated Quit 4 weeks - £15
 - CO-Validated Quit 12 weeks - £50
 - Non-Validated Quit 12 weeks - £25
 - First wave of training in September.
 - NCSCT Level 2 trained Stop Smoking Advisor.
 - Refresher training will be available for those who require it.
 - Quit Manager still to be used.
 - Phasing in new system over 6 months.
 - Payments will be automatic.
 - NRT cost refunded.
 - Thrive Tribe have the contract for 3 + 1 + 1 years.
 - LPC Chair queries whether pharmacies can refer?
 - Derek confirmed they could as healthcare professionals.
 - Flyers will be circulated.
 - Website details everything.
 - Marc queried whether Thrive Tribe would attend the Lincolnshire Co-operative Healthcare Champions Event in September?
 - Thrive tribe agreed commenting that more opportunities are better.
- Following the departure of Thrive Tribe at 2pm a committee discussion followed. Points discussed included:
 - Need to identify who has made the referral.
 - Currently it just gives the option to select Healthcare Professional.
 - More structured approach to training.
 - Champix might cause issues with GP's.
 - LPC Chief Officer to contact Thrive Tribe requesting a copy of the presentation and details of the training dates for circulation.

Sexual Health Services

- The committee was made aware that there is a new generic Levonelle.
- Sexual Health Implementation Board is not meeting at the moment but LPC will lobby for use of PharmOutcomes when back up and running.
- Ulipristal is in the contract.
- Pregnancy testing should be stand alone.

Substance misuse services

- LPC Chair requested that feedback is forwarded to the LPC.
- The committee was not aware of any further site visits.
- LPC Treasurer has pushed back Addaction when reporting discretionary decision on clinical grounds.

NHS England Update

LPN

- LPC Chief Officer informed the committee that there was no update at present.
- The committee was informed that LPN Chair does not feel the need to attend each LPC meeting.
 - LPC Chief Officer to follow up.

General NHSE local update

- LPC Chief Officer informed the committee that there was no update at present from Mark Hall.
- The committee looked at Lincolnshire PCN groups.
 - LPC Chief Officer commented that these have been agreed with CCG's.
 - The committee was informed that Imperium and IMP are part of the same group.
 - LPC Chief Officer to create a geographic map.
 - Full spreadsheet was only received yesterday.
 - Contact details for each PCN will be worked on and circulated to the committee.
 - A total of 12 PCN's in Lincolnshire.
 - LPC committee members need to be aligned with PCN's.
 - To be looked at in the future.
 - PCN Pharmacists are not doing practice jobs working within GP surgeries.
 - Marc queried whether there will be to many GP employed pharmacists?
 - A committee discussion followed.
- The committee was made aware that Johnson GP Centre had been officially contracted to LCHS.
 - Premises are being investigated in the other side of town to the other GP practice in the area and not near the hospital.

Controlled Drugs update

- LPC Chief Officer reminded the committee on the need to report issues or concerns around other organisations to CD Accountable Officer.
- Brand switching issues e.g. prescribing Oxycodone brands.
- Pharmacy should be reporting errors by others all the time.

- Alastair commented that CDAO need to be aware of what is legal and what isn't.
- Reminder to ensure checks are undertaken on who the person taking receipt of a CD is when delivering CD's.
 - A DSP in the next County had delivered a CD to the wrong person.

Advanced Services

MUR / NMS update

- The committee discussed the speculation concerning MUR's.

DMIRS

- The committee discussed the potential of working with a group of LPC's to provide a DMIRS event.
- The committee was informed that LPC Chief Officer had been promised data which was still awaited.
- The committee was informed that IMP want to do direct referral.
 - LPC Chief Officer commented that some progress can be expected.
- LPC Chair commented on the problems which could be caused with mass referrals because of available manpower.
- The committee was made aware of the need for training at 111 because of their staff turnover levels.
 - They are working on a solution.

Flu vaccination

- LPC Chief Officer informed the committee of the increase from the previous year.
 - Tail is really long, middle doesn't become the tail as quickly.
- Income has doubled for flu over the time that LPC training has been offered.
- Approximately 35 new pharmacists have been trained this year.

Market Entry

DSP Application: Lincoln Co-operative Chemists Ltd, 5 Proctors Road, Lincoln, LN2 4LA

- LPC Chief Officer informed the committee that an LPC response had been submitted.
 - Mark to be chased over lack of publication of LPC comments.

Consolidation Application: Lincoln Co-operative Chemists Ltd – consolidation onto the site at 18 High Street, Lincoln, LN5 8DB of Lincoln Co-op Chemists Ltd already at that site and Lincoln Co-op Chemists Ltd currently at 59 Newark Road, Lincoln, LN5 8NE.

- LPC Chief Officer informed the committee that an LPC response had been submitted.
 - Mark to be chased over lack of publication of LPC comments.

Regulation 18 Application: Warwick Healthcare Ltd, High Street, Gosberton, Between Low Gate and Belchmire Lane (including retail properties at beginning of Belchmire Lane)

- LPC Chief Officer informed the committee that an LPC response had been submitted.
 - Mark to be chased over lack of publication of LPC comments.

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

- The committee was advised that the application had been quashed and re-determined.
- A committee discussion followed.
- Declined on the basis that “the committee was not satisfied that all essential services were likely to be secured in a safe and effective manner”.

Closure: Warwick Healthcare Ltd – Pharmacy Wise Wragby, Market Place, Wragby, LN8 5QU

- The committee was advised that notification of the closure of Pharmacy Wise Wragby had been received.
- The committee considered how this could potentially cause problems as the original application said it was needed.
 - The Surgery had previously an application prior to that of the pharmacy.
- A committee discussion followed, points discussed included:
 - Wragby retained reserved locality
 - 3,000 items a month – small number of assumed Wragby resident.
 - Lobbied for a gap in 205 PNA, there will be a gap which should be acknowledged and responded to.
 - Current PNA does not state that there is an excess of provision in Wragby.
 - By default, there will be a gap, but population is the same so would face similar challenges.
 - Expansion to reach controlled locality challenge is a way off.
 - Closure can not be blocked as it was a voluntary opening and a voluntary closing.
 - Opportunity to respond.

Update from the PSNC Regional representative – Garry Myers

- Garry Myers provided the committee with updates from PSNC.

AOB

Possible Training

- Marc suggested Responding to Symptoms training.
 - LPC Chair commented that this is something to consider.
- LPC Chief Officer suggested an Action learning evening, similar to a speed dating event.
- Alastair suggested Red Flag training.
 - Find ways to treat or find ways not to treat.
 - Can be damaging to pharmacy as a whole.
 - LPC Chair commented that this could possibly something to investigate for the Spring.

PACEF - Melatonin

- LPC Chief Officer informed the committee that a final decision had not been made around Melatonin because PACEF was not quorum at yesterday's meeting.
- SR licenced production for autistic children to help them to sleep.
- Manufacturers of Melatonin with Jet Lag Licence have challenged.

- Agreed position is for:
 - New patients to use licenced products.
 - Previous patients recommend changing to 3 x 1mg dose caps.
 - Spilt caps can be mixed in with yoghurts for those that cannot tolerate broken tablets.
- Alastair queried whether there is more protection for supplying a licenced product for a non-licenced condition?
- A committee discussion followed.

Breach of Contract

- Les commented around an issue of pharmacist lunch time.
 - A methadone patient had presented when a pharmacist was on lunch.
 - No lunch closure notified – breach of contract was issued.
 - Supplementary hours are declared between 1pm-2pm.
 - 90 days notification must be given for any change in hours.
 - Pharmacy closure time should be declared.
 - If opened for lunch have to add back in opening time.
 - A committee discussion followed.

Signed  Date.....19/09/2019.....