



# COMMUNITY PHARMACY Lincolnshire

Minutes of the Meeting held Thursday 21<sup>st</sup> March 2019 at  
Washingborough Hall Hotel, Church Hill, Washingborough, Lincoln, LN4 1BE

## 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
Marc Brooks	LPC Member AIMp rep
Enrico Pignotti	LPC Member CCA rep
Gaetano Bellia	LPC Member CCA rep
Jon Norman	LPC Member CCA rep (arrived at 10.30am)
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 2.30pm – 3.15pm

Garry Myers                                      PSNC Regional Representative

## Apologies

Alastair Farquhar	LPC Vice-Chair and LPC Member AIMp rep
Nick Carney	LPC Member AIMp rep
Christine Bass	LPC Member CCA rep
Chirag Ahir	LPC Member Independent rep

## Committee Governances

- Gaetano informed the committee that he was resigning from the committee as he was leaving Lloyds to start a new job in a spilt role as a Teacher Practitioner at the University and Boston Pilgrim Hospital.
  - Gaetano will start his new role on July 8<sup>th</sup>.
- LPC Chair informed the committee that Nick has resigned from the committee due to retirement.
  - LPC Vice-Chair to contact AIMp.
- LPC Chair informed the committee that he is chasing up CCA concerning Zoe's replacement on the committee.

- CCA also to be notified of the need for a replacement for Gaetano.
- Chris Mulimba was welcomed to the committee as a new Independent Representative.

### *Competition Law Guidelines*

- Chris Mulimba to be shown a copy of the Competition Law Guidelines.
- The committee was reminded that they could be shown a copy but could not be sent a hard copy.

### *Declarations of Interest*

- Chris Kenny has now completed a new declarations of interest document.

### Minutes from LPC Meeting 17<sup>th</sup> January 2019

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

### Matters Arising

- No matters arising

### Finance update

- The committee was reminded to submit expense and backfill claims ASAP.
- Les queried the procedure for claiming expenses.
  - Chris Kenny to circulate the expense form to Les and Chris Mulimba.

### *Treasurers Report*

- LPC Treasurer talked the committee through the Treasurers Report.
  - Closing balance as at 19<sup>th</sup> March 2019 was £98,574.85.
- The committee was advised that there had been a large capital expenditure to upgrade Chief Officers laptop and mobile phone both over three years old.
- The committee was advised that the requested third levy holiday will fall into next year's accounts as a result of NHSBSA timings.
  - 1<sup>st</sup> April 2019.
  - Levy Holiday requested in good faith for this year's accounts.
  - Ask for an accrual in accounts.

### *Planning*

- LPC Chief Officer reminded the committee that the challenge as a committee is to support contractors.
- LPC Chief Officer suggested investing in the following online resources:
  - Virtual Outcomes
    - Training resources can be accessed and developed.
    - £2,200 each year.
    - Currently not on Lloyds whitelist but can be looked at.
    - LPC Chair suggested some of the HLP funding money could be used.
  - FileMaker Pro
    - Database software.
    - Costing £700 - £800 a year.

- LPC Chair suggested that it could be useful to get opening hours, including core and supplementary hours stored in one place.
  - LPC Chief Officer commented that it would be useful for the LPC to have some control.
- £75,000 of HLP Money
  - Virtual Outcomes
  - Training for new HLP Champions etc.
    - £800 training day
    - £500 evening training
  - The potential of having two standing days for training, possibly linked with a neighbouring LPC was discussed.
  - Recruitment of an individual to develop local networks.
    - LPC Chief Officer commented on the potential of secondment for a part timer.
  - LPC Chair commented on the need to go back to LCC.
  - Committee discussion followed.
- Flu Training
  - Marc commented that arranging Flu training events needs to be looked at now.

## Essential Services

### *CPAF visits*

- LPC Chief Officer fed back to the committee that the CPAF visits have been undertaken and they see to be happy with them.
  - Ability to demonstrate signposting causes issues.
    - Important to remember.
  - Feedback and representation is available to and from LPC.

### *Quality Points Scheme*

- LPC Chief Officer talked the committee through the Gateway Validation document.
  - Data obtained was passed to LPC by PSNC.
- LPC Chief Officer advised that if a contractor was showing green ticks not all blue on the spreadsheet this needs to be followed up as something in the background needs fixing.
- LPC Chief Officer informed the committee that there will be no QPS in first half of the year, April to October.

### *Falsified Medicines Directive*

- The committee was informed that FMD was in all branches of Lincolnshire Co-op. Lloyds have officially informed GPhC still awaiting installation of a FMD solution.
- The committee was briefed that some FMD packs are filtering through, compliant products but which are not entered into database, manufactured prior to database going live.
- Enrico queried dispensing offsite, if decommissioned offsite struggle to get back into stock.
  - Can't return stock if it has been decommissioned. Unable to send it back up supply chain.
  - A committee discussion followed.
- Boots have notified GPhC that FMD solution is been trialled in ten branches.
  - Solution is in hand.

### *Exiting the European Union*

- The committee was informed that the Cabinet Office emergency plan for a no deal Brexit will go live on Monday unless an extension is granted,
- LPC Chief Officer informed that the committee that at 11am on 29<sup>th</sup> March ties will be cut with FMD if Brexit goes ahead.
  - Our part of EU FMD will be severed off.
  - British part of a type of FMD will follow, but no details are available yet.
    - Due process needs to be undertaken.
- The committee was informed that the Emergency plan goes live on Monday.
  - Confident in supply of medicines.
  - Potential supply issues with medical devices due to problem with recognition of CE marking.
    - Patients need to order scripts early for catheters for example.
      - But needles, test strips etc might also be affected.

### *Temporary suspension of services*

- The committee was informed that no notifications are going through to NHSE.
  - LPC Chief Officer to follow up to see where the problem lies.

### *CDs in EPS rollout*

- The committee was informed that SystmOne and Vision roll out was completed on 11<sup>th</sup> March.
  - Committee was asked to feedback to LPC Chief Officer with any issues.
- The committee was asked whether LPC should do any work around Pregabalin, Gabapentin and EPS?
  - A committee discussion followed.
    - The committee acknowledged that prescriptions for Pregabalin and Gabapentin will only be valid for 28days from 1<sup>st</sup> April as a CD.
  - Action Point: Communications to be sent out reminding contractors about the expiry date of scripts will be changing for Pregabalin and Gabapentin. Also, to include a reminder about CDs in EPS rollout.

### Advanced Services

#### *MUR / NMS update*

- The committee was informed that an Interim funding deal is in place until 31<sup>st</sup> September.
  - Expectation is for PSNC and DH to commence negotiations with the expectation for a longer settlement.
  - QPS is still in global sum.

#### *Seasonal Influenza*

- The committee was reminded to get figures submitted.
- The committee considered the potential confusion around next year's vaccinations.

#### *NUMSAS*

- LPC Chair informed the committee that isolated concerns have been dealt with.

## *DMIRS*

- The committee was informed that 67 contractors are live in County.
- Data is still awaited.

## Public Health Services

### *Care Portal*

- LPC Chair to follow up from last meeting.
  - No further update.

## NHS England Update

### *LPN / DMIRS*

- Action point: invite Steve Gibson (LPN) and Vic Townsend to next meeting.

### *General NHSE local update*

- LPC Chair briefed the committee:
  - If opening hours vary, NHSE must be notified.
    - Contractors to be reminded.
  - Tritton Road Pharmacy are now just open Core hours not supplementary.
- LPC Chair briefed the committee on work which is ongoing around Transfer of Care Around Medicines (TCAM).
  - Chesterfield Hospital log discharge data onto PharmOutcomes.
  - No payment to pharmacy but must log on to access data.
  - Valuable information gained, more than just discharge medicines.
  - Patient is asked which pharmacy they use.
  - ULHT would require electronic prescribing to use.
    - They can apply for funding but will go ahead.
  - LPFT want to do this.
  - LPC request want to be informed when patient goes into hospital from a pharmacy, this would be an increased cost to the Trust.
  - No transcription errors = benefit.
  - Logon to PharmOutcomes and action which feeds back to Trust.
  - Building an information picture.

### *Contract change monies - EPS*

- The committee was informed that we have £8,000 and were asked how to spend it.
- Communications already discussed around CD's
- LPC Chair commented that there are no pending go lives.
- LPC Chair requested any thoughts from the committee?
  - Chris Kenny suggested Parkside Surgery because some work has already been done around this with them.
  - Events around surgeries with EPS but little pharmacy EPS.
  - Considered how to get EPS turned on in those that aren't switched on.
  - Potentially aiming for third week of July.
  - Committee discussion followed.
  - Chris Kenny offered to support.

- LPC Chief Officer suggested it would be better to be local with 3 or 4 smaller events.
- Chris Kenny suggested using Federations.
- The committee considered possibly starting with Chris Kenny and Parkside Surgery as a trial for feedback.
- Committee was asked to consider who would be invited?
  - GP Contractors
  - Pharmacy Contractors.
  - Targeted at people who input prescriptions
  - Talk to Federations
  - Talk to LMC
- Chris Kenny and LPC Chief Officer to look at working towards a June training date.

#### *MUR and Care Homes*

- The committee discussed MUR's and Care Homes.
- LPC challenged around equality.

#### *NHSMail*

- The committee was made aware of feedback from NHS that compliance with NHSMail is not compliant or poor.

#### LPC Workplan update

- The committee was requested to feedback.
- The committee discussed HLP.
- Carers Project is ongoing.
- Services Support – Addaction have asked a couple of Lincolnshire Co-operative pharmacies to undertake a compliance site-visit. This is in the SLA.

#### STP Update

- The committee was informed that the last meeting was cancelled due to the number of apologies.
- The committee was made aware that a big part of STP is TCAM.
- Moving to Board Service, will this amend the need for commitment?
- 3.6 full time equivalent full-time posts for Medicines Optimizations.
- The committee was advised that with Brexit, Lincoln Hospital has 30 days of stock holdings.
- Heavily secondary care focused.
- NICE guidance is on agenda but low down the priority list.
- LPC Chief Officer informed the committee that managing budgets and prescribing costs is still important to STP and CCG's.
  - Cost saving pushes.
  - System wide saving plans.

#### Market Entry

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

- The committee was briefed with background around this application.

- The committee discussed how a consultation room was not on the diagram plan and they stated that consultations would be undertaken.
- The committee was informed that Lloyds have appealed.
  - D&B Healthcare Ltd responded with 600+ pages of SOP's.
- Following discussion, the committee agreed that the LPC should encourage NHSE to request a new application as a result in the change of wording to "not face to face".

## PSNC update

### *Update from National Meeting*

- The committee was provided with an update from the LPC Chair and LPC Chief Officer's attendance at the PSNC National Meeting.
- DMIRS is a test case for service provision.
  - National pilot, not the same for all.
  - Problems with 111 not switching on all services e.g. for Under 5's in our area.
  - Hopefully this will be ironed out as becomes a national service rather than a pilot.
- Message was a focus on Urgent Care and Consistency & Managing variations.
- Long Term (10 year) plan is to move from STP to Integrated Care System.
- Primary Care Networks commissioned to develop a suite of standardised SLA's.
  - Not a GP Closed Shop.
    - GP led but not closed shop.
    - Pharmacists working within the system, not a Community Pharmacist.
    - Could work in both areas but have different roles, aims and outcomes.
- Community Pharmacies place is Urgent Care.
- Automation is in long term plan.
  - They don't know how to achieve this.
  - Marc queried where the contractor income is for this?
    - LPC Chief Officer suggested an Infrastructure grant or Capex relief might be the way they go to ensure automation.
  - Changed the wording to "at or from the premises" rather than "at the pharmacy".
  - Automation is not to get away from Health Care professionals, to remove disincentives from smaller businesses compared to multiples.
- Integration programme has funding for an Advanced Technician.
  - Technician with further training.
  - Uptake needs to be considered and encouraged.
  - Action point: LPC Chief Officer to contact Roz Cheeseman – HEE.
- Pharmacy First Brand is being kept.
  - GP's will be passing the message of Pharmacy First this year.
- Vision:
  - Better Integration with NHS.
  - Engagement consistency.
  - Enable technology to allow time.
  - Develop collaborative links.
- The committee was informed that we need to work with this, so they know who they are with.
  - Local leader in the network needs to be identified.
- Need a legal entity.
  - LPC needs to set up a provider company.
- The committee considered how to move a growth led market to collaborative working.
- On their agenda is trying to quantify costs of FMD
- Market size:

- No closures locally, fewer closures than expected.
- New applications in novel areas.
- Advice is to maximise cash flow and be careful with staffing levels and recruitment.

*Update from the PSNC Regional representative – Garry Myers*

- Garry Myers provided the committee with updates from PSNC.

AOB

- LPC Chief Officer asked which external guests the committee would like to invite to future committee meetings.
  - Les suggest Wojciech Cwiek as an observer.
- The committee discussed the AGM which is to be held in September.
  - Requirement for a good speaker.
    - Jon suggested a topic of Urgent Care
      - Chris Kenny suggested a Paramedic Practitioner.
    - Committee to think about and feedback ideas.
- Jon queried the Accountants?
  - Staying with current accountants but holding to agreed timescales.
- Les queried workstreams?
  - On hold at present awaiting contracts.
- LPC Chair commented that the LPC Governance document will need to be included on the agenda for the next committee meeting.
- The committee considered the non-recurrent funding monies.
  - National templates are being standardised.
  - Possibility of using this to provide a 20-learner event for respiratory, ENT & Eye training.
    - 1Day ENT & Eye
    - 2Day ENT & Eye + respiratory
    - Approximate costs = £3,000 per day + venue costs.
    - Weekday event.
  - LPC Chief Officer suggested lobbying to STP, Local Workforce Action Board might co-fund such an event.
  - Use of skills would be useful to provide confidence in service.
    - Skill improvement.
  - LPC Chair to explore as a potential option.
- Marc suggested Rural Health Care Fund could be a potential source of training funding.
  - Marked as an action point.
- LIVES have provided some training to Lincolnshire Co-op Health Care Campaigns in the past this might be another alternative avenue.
  - Co-funding benefits from not being in isolation.
- The committee was made aware of an issue with the PGD for Chlamydia treatment.
  - Faculty recommended product is 7 days of Clarithromycin.
  - Service is around 1g Azithromycin.
  - Clinical lead does not want to go against faculty guidance.
- Vacancy for Independent Representative to be discussed at LPC Executives meeting.
- Committee was reminded to send expense claims to Chris Kenny.

Signed .....  ..... Date.....16/05/2020.....