



# COMMUNITY PHARMACY Lincolnshire

Minutes of the Meeting held Thursday 19<sup>th</sup> September 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
Blazej Jasnowski	LPC Member AIMp rep
John Broomhead	LPC Member AIMp Rep
Marc Brooks	LPC Member AIMp rep
Renate Bulvane	LPC Member CCA rep
Sai Koneru	LPC Member CCA rep
Chris Mulimba	LPC Member Independent rep

## In attendance

Steve Mosley	LPC Chief Officer
Hazel Sisson	LPC Admin Support Officer

## Apologies

Chris Kenny	LPC Treasurer and Member AIMp rep
Enrico Pignotti	LPC Member CCA rep
Jon Norman	LPC Member CCA rep
Les Guiblin	LPC Member CCA rep
Wojciech Cwiek	LPC Member CCA rep
Chirag Ahir	LPC Member Independent rep

## Committee Governances

- LPC Chair welcomed Renate Bulvane (CCA representative) to the committee.
  - Introductions were undertaken by the committee.
  - PSNC website continues to be checked for information regarding new member days.

## *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 still to complete Declarations of Interest document and sign the Confidentiality Agreement.
- The committee was informed that John and Renate had completed the Declarations of Interest document and had both signed the Confidentiality Agreement.
- No changes to committee members' declarations of interest.

### Minutes from LPC Meeting 18<sup>th</sup> July 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 this would be pushed in the newsletter to encourage contractors to use.
- LPC Chair commented that discussions are happening, CCA are looking at how Virtual Outcomes can be used.

#### *CPPE*

- LPC Chair informed the committee that the second event with 24 attendees had been reasonably well attended.
  - The committee was reminded that CPPE require LPC to promote and drive these events.

#### *Bundle switching*

- The committee was informed that a contractor Bundle Switching Event was still on the agenda.

#### *Microsoft Office 365 Teams*

- LPC Chief Officer informed the committee that everyone should have received an invite to the Microsoft Office 365 Teams site.
  - A discussion followed around uses and resources.

#### *Melatonin*

- LPC Chief Officer informed the committee that Colonis have a licence to release a range of 3mg Liquids and Tablets for Jet-Lag.
  - Specialists at Hospital have raised concerns as liquid preparations contain alcohol.
- A committee discussion followed, points discussed included:
  - 1mg MR and 5mg MR can be prescribed for patients with Spectrum Disorders
  - Circadin MR 2mg can be prescribed
  - If Immediate release can crush or break MR.
  - If 3mg can order caps and break down.
  - If 3mg A/F or S/F is prescribed this can be ordered as a special.
  - Advise going to prescribers.

### *Possible Training*

- LPC Chair commented that a training plan is evolving.
  - Dates to be arranged and circulated to contractors.

### Finance update

#### *Treasurer Report*

- LPC Chair talked the committee through the Treasurer Report.
  - Closing balance as at 15<sup>th</sup> September 2019 was £90,132.02.
- The committee was requested to claim promptly for all expenses.
  - The committee was informed that a move to a 3-month limit will be included in the updated expenses policy.
- The committee discussed ENT + Eye training with the option to extend for a second day of training covering Respiratory + Skin.
  - The committee was informed that a HEE & CPPE event is scheduled for 4<sup>th</sup> March.
    - GP led training for 24 pharmacists.
      - The committee was asked to consider whether LPC should put on a second event?
        - Does LPC buy event or wait?
          - There is a second follow-on event which can be commissioned which will probably not be funded by HEE.
    - The committee discussed, event in Leicester in November and an event at Bentley Hotel on March 4<sup>th</sup>.
      - Booking due to open Friday or Monday.
    - LPC happy to support.
      - Potential of accessing HEE funding for an extra training day in Lincolnshire.
- A committee discussion was undertaken around spending reserves.

### Essential Services

#### *CPAF questionnaire*

- The committee was informed that the CPAF long form should have been sent out.

#### *PINCER*

- 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.
- LPC Chief Officer commented that Lincolnshire GP's are more receptive now but there is still not much uptake.
  - Keeping in loop as 70% of PINCER could be done in pharmacies.

#### *5 Year CPCF planning (PCNs)*

- LPC Chief Officer briefed the committee around the London workshop he had attended.

- Overview is fairly straightforward.
- Recognised that a lot is going on.
- Generally positive and forward thinking.
- Pharmacy Quality Scheme.
  - 12½ points = if engaged with PCN
  - 22½ points = if your pharmacist is PCN lead.
    - LPC role is to assist and facilitate potential nomination process.
- Vagueness of money.
  - Not all pharmacies can achieve all points.
- The committee was informed that PCN potential make-up has been published on LPC website.
  - Based on practice contractual boundaries.
  - LPC Chief Officer commented that specific information has been sent to contractors.
- LPC Chief Officer has emailed stable PCN leads.
  - Networking event to be arrange for introductions, followed by a second meeting to nominate leads.
    - Deadline by end of February.
- The committee discussed the need for appropriate skill set, stable workforce and clinical knowledge.
  - The key is that the lead can speak with authority for branches in that area.
  - The committee briefly looked through PSN list for potential issues.
    - Gainsborough – potentially an issue.
    - East Lindsey – Marsh is not in, but patients are
      - Large geographical area.
- Plan for networking meetings this year dependent on availability of clinical leads of PCN's.
  - Look to arrange second meetings for early next year.
- LPC can support.
- LPC must be informed about which PCN a pharmacy is aligned to.

#### *MYS Registration*

- The committee was informed that LPC Chief Officer has a report on MYS Registration.
  - Nationally 77% of contractors have signed up.
  - Everyone in Lincolnshire has signed up apart from:
    - Asda
    - Well
    - Triton Road Pharmacy
    - Stamford
    - F P Sit's
    - Ask
    - Deeping St James.
  - There is still time and a reminder has been sent out.

#### *De-prescribing guidance*

- The committee was informed that this had been worked through by Optum.
  - LPC Chief Officer has pushed back.

### *Health Promotion*

- LPC Chief Officer asked for feedback.
  - Anti-Microbial Resistance
  - Stoptober
- LPC Chair commented on the scrutiny of compliance of campaign evidence is important.
  - It was acknowledged that the number of people spoken to or interventions is not recorded.

### LPC Contracting Company

- The committee was informed that publication of the new PSNC model is still awaited.

### NHS England Update

- The committee was informed that there was no real update at present.

### Advanced Services

#### *MUR / NMS update*

- LPC Chair commented that MUR target groups are changing.
- The committee was informed that new Secretary of State directions will be published in DT.

#### *NUMSAS / DMIRS / CPCS*

- NUMSAS to cease on 28<sup>th</sup> October
  - No roll over from NUMSAS pilot
- CPCS to commence on 29<sup>th</sup> October
  - It was suggested that the committee read through the draft CPCS specification.
  - £14 for each completed referral.
  - IT equipment must be available in the consultation room to make contemporaneous records from 1<sup>st</sup> April.
  - Contacting patient dropped to one attempt.
  - LPC Chief Officer informed the committee that all 111 sites will receive new training materials, including video and talking points for call handler.
  - All 111 sites will offer same end point decisions.
  - LPC Chair advised committee to look at the list of potential areas which need to be looked in Annex D.
    - Evolution of skill set.
    - Clinical Knowledge Summaries (CKS) can be used in the consultation room when with the patient.
  - MYS requires once a month submission at the end of the month.
    - The committee discussed claiming for payment.
  - A committee discussion followed around supply, service and potential issues.
- It was commented that it was thought that DMIRS would take a quiet retirement.

#### *Flu vaccination*

- LPC Chief Officer informed the committee that there have been some issues.
  - There have been a few instances of Practices been silly.

- Adrenaline availability has not been easy but has been managed.
- Alastair commented on an email from LCC about service provision.
  - The committee considered how flu costs have increased as previously discussed.
  - Copy of the email from LCC to be forwarded to LPC Chief Officer.

## Public Health Services

### *Integrated healthy lifestyle service*

- The committee was asked for feedback on whether any flyers had been received.
  - Lincolnshire Co-op have received some flyers, but Lloyds and Boots have not received any.

### *Sexual Health Services*

- LPC Chair commented that the Sexual Health Implementation Board is still not meeting at the moment.

### *Substance misuse services*

- The committee was informed that Addaction have sent letters saying that they have reduced fees for supervision from £2.20 to £1.75.
  - Background information was given to committee around the lack of negotiation concerning the Substance Misuse Service, between Addaction & LPC.
- The committee considered which contractors were still signed up the service.
  - Riverside Pharmacy, Sleaford – two packs
  - Lloyds, Boston – new
  - Well – continued
- The committee considered how to respond.
  - Acknowledging that LPC was not notified.
    - LPC needs to support contractors.
  - Acknowledging Contractors choice to provide the service.
  - LPC will respond to Addaction.

## Market Entry

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

- The committee was advised that three-month notice has been submitted.
  - Closing on 9<sup>th</sup> October.

### *Closure: Averroes, Ingham, LN1*

- The committee was informed that they had closed but had not notified anyone.
- CD's had been transferred without any requisition to a different legal entity.
  - The committee considered how CD requisitions are required to transfer from old to new pharmacy.
    - Print off 'FP10CDF' forms/
    - Reminded to complete forms to transfer from old to new whilst old pharmacy is still registered and open.
- The committee was informed that DSP have a longer notification period of 6 months.

*DSP Application: D&B Healthcare, Lincoln, LN6*

- The committee was informed that D&B Healthcare have re-applied.
- LPC to submit a response.

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

- The committee was informed that this application has one through and has been accepted.

*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.*

- The committee was informed that the consolidation has taken place.
- Nominations have been transferred.

*Rurality determination – Gosberton*

- The committee was provided with background information.
- LPC had previously queried rurality as there is housing pretty much all the way between Donington and Gosberton.
- LPC Chief Officer to draft and circulate a response for comment before submission.
- The committee was made aware that the application had been paused until rurality is determined.

AOB

*Committee Meeting Dates*

- The committee was asked to discuss future meeting dates.
- Following discussion, it was agreed that committee meetings would be moved back to the third Tuesday of the month next year.
  - Evening meetings to continue to be left in the diary just in case or to be used as LPC Exec's meetings.
  - AGM to be held in September again next year.

*Governance of LPC employees*

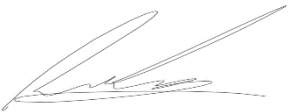
- The committee was informed that it was agreed at the LPC Exec's meeting to look at the governance of LPC employees.
  - Look at setting up sub-groups of performance managing.
  - If the committee is in agreement this will be looked into further.
  - HR support is now in place.
  - HR policies to be circulated to the committee for comment requesting volunteers to sit on the sub-group.

*Clinical Pharmacist Network*

- Taking place on Wednesday 25<sup>th</sup> September between 6.30pm-9.00pm.
  - Same day as PSNC Conference.
- Alastair commented that he would try to attend.

*CPPE*

- The committee was informed of a question raised by CPPE around either weekend or weekday training dates?
  - LPC Chair commented that weekdays are better.
  - Full days training limits numbers to those who can be released.
- The committee discussed and agreed to signpost to Leicester for Sunday training and arrange weekday training for Lincolnshire.
  - It was agreed that a date is needed ASAP.
- Potential of LPC funding additional events was discussed.
  - It was agreed to see how the event goes first.
  - Possibility of arranging smaller mid-week events to support contactors was considered to take place before March.

Signed .....  ..... Date.....21/11/2019.....