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	<p style="text-align: center;">THE 125th MEETING OF THE COMMITTEE WAS HELD AT RAMSDALE PARK GOLF CLUB, OXTON ROAD, CALVERTON WEDNESDAY 19th September 2018 AT 9AM</p> <p>Present</p> <p>In the Chair: Rob Severn (RS) Chief Officer: Nick Hunter (NH) Secretary: Alison Ellis (AE) Treasurer: Gordon Heeley (GH)</p> <p><u>Members:</u> Raza Ali (RA), Mandip Bassi (MB), Linda Ferguson (LF), Dave Fernley (DF), Mike Jones (MJ), Dayaram Mistry (DM), Vijay Pujara (VP), Jon Such (JonS), James Sutcliffe (JS), Randeep Tak (RT)</p> <p><u>Attending</u></p> <ul style="list-style-type: none">➤ Jill Theobald, Greater Nottingham Clinical Commissioning Partnership➤ Garry Myers, PSNC Regional Representative <p><u>Apologies</u></p> <ul style="list-style-type: none">➤ Mindy Bassi, Chief Pharmacist, Greater Nottingham Clinical Commissioning Partnership➤ Samantha Travis, Clinical Leadership Advisor, NHS England➤ Rosie Waters, Solutions4Health➤ Gurikbal Singh, LPC member➤ Samina Hashmi, LPC member <p><u>Observer</u> none</p>
1	<p>1.1 Apologies for absence</p> <ul style="list-style-type: none">➤ Gurikbal Singh➤ Samina Hashmi <p>Reminder to members that apologies need to be given in a timely manner</p> <p>1.2 Acceptance of the minutes from 18th July 2018 - Attachment A1 Minutes were agreed as an accurate record of the meeting held on 18th July 2018</p> <p>1.3 Action points from 18th July 2018 – Attachment A2</p> <p>1) <u>Newsletter</u> 2 versions – one for employees and one for contractors – AE to do this and save templates on Mailchimp.</p> <div style="border: 1px solid black; padding: 5px;"><p>Action: Review the newsletters – maybe 2 versions – employee and contractor</p></div> <p>2) <u>List of acronyms and explanation of different organisations</u> NH has sent this through to members during the meeting.</p>

3) DMIRS

This event was well attended. Some pharmacies sent more than one person and this stopped some contractors from being able to attend. Huge speculation around the service as not ready to be launched yet.

4) GDPR

ok with the data have on file at the ICO– another issue that has been raised is the amount we pay depends on how many office holders (employees, officers, partners) we have – extra £10 per year – all agreed to do this. GH will organise for this to be done.

5) Sub-groups

GH has sent through budget documents to each sub group lead

6) Governance

Contractor / Member allocation list was completed and all contractors have been informed of their allocated member. Member contact details spreadsheet to be sent out to all members again along with the buddy allocation

Action: AE to send out the member contact details spreadsheet to all members and also the new member buddy allocation

7) Smoking cessation

SLA and PGD have been added to the LPC website page

8) Medicines Optimisation Innovation Change

NH has been in contact with AHSN re the LPC being involved in workstreams – work in progress

9) LPC conference – 26.09.18

LF wishes to go to the conference but needs to check if can get cover – LF to let AE know before so name can be changed from GS.

1.4 Declarations of Interest for any item on the agenda

- *If any member has any personal or pecuniary interest whatsoever in any matter, they should declare it or not actively contribute to the discussion unless asked by the rest of the committee to provide factual information to aid their understanding. In either case they should not vote on the item*

2

Governance Items

2.1 Declarations – outstanding from GS, – Attachment B

Still outstanding – AE will chase this up.

Action: AE to chase up outstanding declaration from GS

2.2 Sub group updates (10 mins each)

a) Service Development

- Training plan 2018/19 - Attachment C (to be sent separately)

Continuing with the training plan – only a few changes from the plan that was agreed in July 2018

Action: AE to chase up Training Academy for another update on the training plan.

b) Finance update

- Nothing additional to report

c) Media / Communication –

- WhatsApp group guidance – Attachment D
- Interest areas of members - Attachment E

WhatsApp – sending out one-way communication

RA asked if the LPC would consider funding an app to send out comms to contractors more effectively. Use to get feedback – real time data. Would normally cost around £15,000

NH suggested that could take to the regional meeting - RA to put together a business case for NH and RS to promote.

Action: RA to put together a business case for producing an app and NH /RS to present at regional LPC meeting.

d) Governance update

Office – appointed a solicitor to look at the lease

2.3 LPC development workshop – review and reflect

Very good day – worthwhile for the new members.

Some members suggested that it would be better to not do on a Friday – struggle to get cover in pharmacy

Open meeting

Jill Theobald, Greater Notts Medicines Optimisation

- **OTC medicines and CCG Medicines Management update**

Interface pharmacist

Implement decisions of the APC and liaise with other organisations and pharmacies

Action: Jill will send through the presentation – AE to forward to members and add to the members area of the website

Low value medicines

Stopped Co-Proxamol, Dosulepin.

Members asked for information on numbers prescribed and savings made
pharmacy dispensing will stay the same – will be alternative medicine prescribed

National work (central guidance) – advised contractors via NHS England. Need to be informed in a timely manner. Depends on relationship with gp's (they will all be doing this at different times).

CCG pharmacist in each practice – monitor the prescribing trends

Alternatives could be added into a national MAS formulary

Self-care

De-prescribing for self-care does not result in over the counter sales

Patients do not buy their medicines from pharmacy

County have self-care policy

City – out for engagement – will be taking on the same policy

Working with practice teams to look at which patients should be on the self-care list

Added extra on the local list from the national guidance is fungal nail infection, upset stomach, vaginal thrush.

List of medicines with licensing info and directions whether should be OTC – Jill will send through to the lpc – query produce a flowchart

Self-care prescriptions – info that gp's give to patients that can take to the pharmacist – members suggested asking them to write down conditions rather than names of medication to prescribe.

Lots of resources being sent out to gp practices

Splitting tablets

Only time would be when putting into dosette – pharmacy does not have responsibility for this

	<p>Optimise Rx – if spot any common problems then feedback to meds opt team and they will see if this can be corrected</p> <p>Buprenorphine patches – against NHS England guidance - Local problems with buprenorphine patches. GP's not switching back to previous product when patients are not happy with the alternative product. Members to see slides for further details.</p>
	<p>Garry Myers, PSNC Regional Representative Confidential update for members on quality scheme and contract changes</p>
	<p>Strategy plan - Attachment 1 Mental health campaign – October – pilot site CCGs – Bassetlaw minor ailment pilot – cancelled – now a 1 pharmacy pilot Chlamydia screening – given out packs to EHC patients only – not enough payment to get contractors interested Secondary care – discharge summaries - NH become involved Not reconciling the discharge letters at the practice before receiving the repeat order and so no changes are made and then taking medication that has been stopped previously because pharmacy do not get notification. Sam Travis has secured funding through NHS England for PharmOutcomes platform for discharge summaries to be sent. Could pharmacy have a direct number to pharmacy at hospital regarding patients that are being discharged. PharmOutcomes works in Chesterfield and Kingsmill See if it is time resource problem and if the LPC can help with this – RT to give NH contact details to his contact.</p> <p>Self-Assessment – review answers from last meeting – Attachment 2 Self-assessment to be added to the LPC website</p>
<p>3</p>	<p>NHS Contract Matters</p> <p><u>3.1 New contracts-Routine</u></p> <p>3.2.1 Application offering to meet an identified future need By: GM Lad Ltd At: Corner of Flatts Lane and Collyer Road, Calverton, NG14 6LA Closing date: 27/09/18 Declarations of interest: JS and MJ, Applicant already owns the pharmacy in Lowdham Has there been an identified need? – nothing stated in the PNA Should be refused as he has not identified a need He has stated smoking services but it is not in the list of services the pharmacy will be providing. If there was a need for additional services then existing pharmacies should be asked to cover this first Boots is only 300yards away</p> <p><u>3.2 New contracts-Excepted</u></p> <p>3.2.1 Application for no significant change relocation By: Daleacre healthcare Ltd T/A Evans Pharmacy From: 12 High Street, Ruddington, Nottingham, NG11 6EH To: 11 Charles Street, Ruddington, Nottinghamshire, NG11 6EF Closing date: 18th October 2018 Declaration: JonS and also LPC currently have an office in the building above the pharmacy Follows the regs and no change to services and people served – 70 yards difference, Single village pharmacy</p> <p><u>Contract applications received from other areas</u></p>

	<p><u>3.3 Litigation</u> Nothing received</p> <p><u>3.4 Decisions</u></p> <p><u>3.5 Responses received</u> 3.2.1 No Significant change relocation By: Bestway National Chemists ltd T/A Well From: Unit 4b Candleby Lane, Cotgrave, NG12 3JG To: Belvoir Group, Cotgrave Health Centre, Candleby Lane, Cotgrave, NG12 3LG Only had LPC response received</p> <p><u>3.6 Amendments to the list</u> 3.6.1 List of amendments received – Attachment F reviewed</p>
4	<p>Pharmacy Future contract development</p> <ul style="list-style-type: none"> ➤ <u>Healthy Living Pharmacy – update</u> HLP questionnaire via survey monkey – GH leading HLP Audit RSPH inspections – 2 hours – these are pre-booked visits. Health champion – is the main person to speak to but do speak to other members of staff. LPC have had no formal communication that this was going to be happening If fail, then the HLP registration will be removed from the pharmacy. Further training – look at further sessions – add this question onto the questionnaire HLP training online available ?? need to check with Liam if this is right before advertising to contractors. ➤ <u>Future of NUMSAS</u> Extended to March 2018 ➤ <u>Evaluation of Quality Scheme payments</u> Nothing further to add in addition to GM update <p>DMIRS</p> <ul style="list-style-type: none"> ➤ New service - Digital Minor Illness Referral Scheme (DMIRS) <ul style="list-style-type: none"> - Training review – good event - Launch date etc - No date been given – possibly some time in November 2018 <p>eRD</p> <ul style="list-style-type: none"> ➤ <u>GH update</u> Mid Notts - surveyed 69 contractors over 2 weeks – asked if using and needed training on eRD Only 9 replies returned – rang 9 further pharmacies. Wrote out via NHSmail explaining the survey and explaining the service. Response still low. All the 9 that responded are doing eRD Newsletter has been sent out to pharmacies explaining the surgeries that are going over to eRD and Janita is going out to practices and pharmacies to support - forward to LPC members too and add to the website. 6 practices have currently gone live. Also produced a patient leaflet and posters (A3 and A2) Information event in October This is being paid for out of funds from the Mid Notts CCG and GH has been leading on this project for the LPC.

	<p>Action: GH to forward the eRD newsletter to AE who will then send to members and add to the LPC website</p>
<p>5</p>	<p>Treasurer's report – GH 5.1 <u>July / August 2018 – Attachment G1 and G2</u> Income - Paid 2 of the 3 MAS invoices from NHS England – chasing up the 1st invoice that has still not been paid. Expenditure July - This includes development day and LPC meeting backfill. Expenditure – August - £400 for survey monkey – against the Mid Notts money Invoice from Liam re training £1300</p> <p>5.2 Cashflow – Attachment G3 Need to spend the budget on contractor visits, communications, Mid Notts CCG Contractor visits – 4 people x 1 day per month Comms group – need to meet and discuss how going to proceed i.e. whether members do the work or employ someone to take this on with expertise. Mid notts At present significant underspend as eRD not costing proposed amount; NH to discuss with Cathy Quinn what other initiatives can consider Office – Solicitor fees £1500 Recurring spend this year £3030 non-recurring spend £4800 Total budgeted so far £7830 for this year Cups, tablecloths, plates, dishwasher need to be added onto the list</p> <p>Sub groups – AE to choose a date and then distribute to groups for attendance – Action: do this before next meeting</p> <p>Action: AE to send through dates for sub groups and send to relevant members before next LPC meeting GH to organise Finance for November</p> <p>5.3 <u>Subgroup budgets – Attachment G4</u> To be discussed at the sub group meetings</p>
	<p>Skills Assessment (go through with allocated buddy) Attachment H1 and H2 Forwarded to the November 2018 meeting</p>
<p>6</p>	<p>Chief Officer / Chair reports –</p> <p>Chair report – Attachment I</p> <p>6.1 <u>Golden Generation 50+ Fair: Fun, Facts, Fitness, Health and Advice - 14.09.18</u> (organised by Mark Spencer MP) Interesting day – RS attended - met health scrutiny chair and going to set up pharmacy visit etc.</p> <p>6.2 <u>CD LIN meeting ? - Attachment J</u> Useful meeting – networking and sharing experiences opportunity Had some people going into pharmacies and stating that they have been asked to measure up for a new cd cabinet and then use as diversion to steal drugs.</p> <p>6.3 <u>Simon Dukes, CEO PSNC – visiting pharmacy in Nottinghamshire – cancelled from 18.09.18</u> This was cancelled due to other commitments</p> <p>6.4 <u>Office space (RS) update</u> Already discussed</p> <p>6.5 <u>Ben Bradley MP pharmacy visit – Rowlands Mansfield Woodhouse – 30/08/18</u></p>

	<p>Positive visit and press release issued.</p> <p>6.6 <u>BBC East Midlands today live blood pressure test (RS) – 1.30pm Tuesday 4th Sept 2018</u> Live tv and also recorded for evening show – RS tweeted on @NottsLPC</p> <p>6.7 <u>MP visit – Alex Norris MP, Nottingham City - 18.09.18</u> Meeting with NH and RS – follow up re branded generics. Very proactive re pharmacy and this is going to be an ongoing process / relationship.</p>
<p>7</p>	<p>MEMBER UPDATES</p> <p>7.1 Member / contractor allocation contact</p> <ul style="list-style-type: none"> ➤ <u>SOP DMIRS service</u> <p>Is there any SOP from other pilot areas? NH has spoken to NHS England – Pallavi. Service agreement says you should have a SOP or one that covers other services</p> <p>7.2 Meetings attended</p> <ul style="list-style-type: none"> ➤ <u>RT meeting report – Attachment K</u> <p>Very good report – carry on with the work being completed and links to the radio slot. Ask for any help when needed.</p> <ul style="list-style-type: none"> ➤ <u>Community centred approach – 12.09.18 (DF)</u> <p>DF wasn't available to attend the meeting</p>
<p>8</p>	<p>Tenders and bids / Consultations / Service Opportunities</p> <p>8.1 Substance Misuse Treatment and Recovery Service – 11.10.18 2pm – 4pm @ County Hall http://www.sourcenottinghamshire.co.uk/contracts/show/id/17070 LF and VP, RA, RS, - only 2 per organisation so need members to book on as their organisation No details on the site yet – consultation event Ensure meet with all those that are going to be bidding for the service and make sure that pharmacy are included in their plans. AE has booked NH, LF and VP onto the consultation event.</p> <p>8.2 <u>Integrated Wellbeing Service – 15.10.18 2pm- 4pm @ County Hall</u> http://www.sourcenottinghamshire.co.uk/contracts/show/id/17069 It includes all services up to Tier 3 EveryoneHealth currently run the weight management service Discussed whether need to set up a provider company to help with this – more contractors the less it costs</p> <p>8.3 <u>Consultant Pharmacist consultation</u></p> <p>Please follow this link to read the draft updated guidance. https://www.sps.nhs.uk/wp-content/uploads/2018/08/Draft-Consultant-Pharmacist-Guidance-for-consultation.pdf</p> <p>Please answer the consultation questions HERE</p> <p>The consultation will be open from 4th to 30th September 2018.</p> <p><u>For info</u></p>

<p>9</p>	<p>Standing items</p> <p>12.1 STP</p> <ul style="list-style-type: none"> ➤ STP Advisory Board meeting 30 Aug – Attachment L - Next meeting is 31.10.18 – DF attending ➤ Prevention, Person & Community Centred Approaches Workforce Delivery Group meeting 11 Sept.18 (NH) <p>Bassetlaw</p> <ul style="list-style-type: none"> ➤ SYB STP (ICS) UEC meeting 17 Sept.18 – Attachment S1 and S2 ➤ SYB ICS Primary Care Workshop – 25.09.18 <p>For information</p>
<p>10a</p>	<p><u>LOCAL AUTHORITY REPORTS</u></p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY <ul style="list-style-type: none"> ➤ PHE PH campaigns - CVD / Stoptober Attachment M1 and M2 ➤ PHE CVD campaign materials – discuss <p>Have pharmacies received the resources for Heart Age? – some have said that they have not had this. Mandatory campaign – HLP campaign</p> <div style="border: 1px solid black; padding: 2px;"> <p>Action: Members to look at this and request the information if not received this through from PHE</p> </div> <div style="border: 1px solid black; padding: 2px;"> <p>Action: AE to include docs and news reminder on website for both the CVD campaign and Stoptober</p> </div> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH CITY <ul style="list-style-type: none"> ➤ Sexual Health PGD’s update – Attachment N1, N2 and N3 <p>DM not received anything at pharmacy – check with other contractors</p> <div style="border: 1px solid black; padding: 2px;"> <p>Action: Members to ask their City contractors via member allocation list if they have received the sexual health PGDs</p> </div> <ul style="list-style-type: none"> ▪ HWB COUNTY http://www.nottinghamshire.gov.uk/dms/Meetings.aspx <ul style="list-style-type: none"> ➤ Summary from 05.09.18 <ul style="list-style-type: none"> ▪ Next meeting date – 03.10.18 2pm @ County Hall ▪ HWB CITY http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?Committeeld=185 <ul style="list-style-type: none"> ▪ Next meeting date: 26.09.18 2pm @ Loxley House
<p>10b</p>	<p>NHS England Area Teams</p> <ul style="list-style-type: none"> ➤ Early Years Pharmacists Training – 04.11.18 <p>Training for newly qualified pharmacists or returning pharmacists to community pharmacy Not gone out for advertising yet as only just agreed the agenda. Sunday event – 4 hours</p> <div style="border: 1px solid black; padding: 2px;"> <p>Action: Need to advertise on website and send email once receive the details from ST for the Early Years Pharmacists Training</p> </div> <ul style="list-style-type: none"> ➤ CPAF Full questionnaire <p>5 contractors in Notts have been selected for full questionnaire – either not completed or not done the initial questionnaire properly NHS England will be doing contract visits – new contracts, distance selling, any problems been highlighted</p> <ul style="list-style-type: none"> ➤ Review of Dispensing Patients -SY <p>For info</p> <ul style="list-style-type: none"> ➤ NORTH MIDLANDS SEASONAL FLU PLANNING GROUP 18.09.18 – Attachment T

	<p>Discussion around the flu vaccine. NH said the LPC will meet with the LMC around signposting patients to pharmacies if the gp surgery have not got any aTIV vaccine as per PHE guidance.</p> <p>LPN meeting 30.08.18 – Attachment O1, O2 and O3</p> <ul style="list-style-type: none"> • ENT paper – how do we increase engagement? • How can we better support the work plan? <p>next meeting - 10/10/18 signposting / referring to the pharmacy from gp practices is biggest problem 1/3 signed up but done nothing 1/4 only done 5 Cannot advertise on LPC website as it is only in certain areas 80% of service is walk in patients Flu has now taken over in importance for pharmacies Next phase of roll out will have changes – set up fee is £300 and only received after completed 10 consultations. £25 per consultation. Free otoscope. Training – feedback that the ENT training was too short – need more practical experience</p> <p><u>SYB LPC meeting – 02.10.18</u> For information</p>
<p>10c</p>	<p>If you have been to any local meetings then let Alison know and send a report through to be added to the meeting agenda</p> <p>CCG updates</p> <p>Mid Notts</p> <ul style="list-style-type: none"> ➤ <u>EPS / eRD training</u> Nothing further to discuss <p>Greater Notts</p> <ul style="list-style-type: none"> ▪ <u>Greater Notts Meds Opt Committee – 27.09.18 – Attachment P</u> <p>For information</p> <p>Area Prescribing Committee</p> <ul style="list-style-type: none"> ▪ Bulletin and Report from July 2018 – Attachment Q1 and Q2 ▪ Next meeting - 20th September 2018 <p>RT is attending this meeting – AE sent through information</p>
<p>11</p>	<p>Information received from various sources</p> <p>If members wish to discuss any of the items below at the LPC meeting then please let the chair know before lunchtime and this will be discussed under AOB.</p> <p><i>Members are advised that many PSNC communications are now communicated electronically and repeated on the PSNC website. It is recommended that members regularly visit the PSNC website 'LPC members' area to access the latest information available on www.psn.org.uk</i></p> <p>11.1 PSNC briefings / newsletters</p> <p>11.1.1 List of PSNC newsletters received since the last LPC meeting – Attachment R Link to the PSNC webpage - https://psnc.org.uk/ - briefings found on each drop down section of the website For information</p> <p>11.2 PSNC Events</p> <p>11.2.1 LPC conference - 26th September 2018 - Birmingham</p> <ul style="list-style-type: none"> ➤ DF, MB and RS attending – maybe LF – will let AE know if she is able to organise cover at the pharmacy. <p>11.2.2 The Art of Powerful Presentation and Confident Negotiation - 11th October 2018 – Milton Keynes</p> <p>11.2.3 NHS Regulations and LPCs - 16th October 2018 – London - 31st October 2018 – Leeds / Brighouse</p> <p>11.3 PSNC Pricing audit reports</p>

	<p>Nothing received</p> <p>11.4 PSNC Regional Meeting – EMSY + Y&H joint LPCs regional meeting – no date organised yet – December 2018</p> <p>11.5 NHS Digital ➤ EPS</p> <p>11.6 Healthwatch Nottinghamshire</p> <p>11.7 CCA / AIMp Communication ➤</p> <p>11.8 CPPE Nothing received</p> <p>11.9 LMC Nothing received</p> <p>11.10 LPF – update Nothing to report</p> <p>11.11 Health Education England Nothing to report</p> <p>11.12 AHSN ➤ Medicines Optimisation innovation Change workstreams Nothing received</p> <p>11.13 PHE ➤ Buprenorphine advice from PHE – Attachment 2</p>
12	<p>Any other business (raised by lunchtime)</p> <p>15.1 <u>Healthera App - like Echo</u> App to allow pharmacy ordering – previously have stopped reordering but now directing through this app Surrey LPC – RS talk to Mike Keen at the LPC conference next week and gather information Bassetlaw – there have been issues regarding multiple deliveries to patients as can order regular repeats but not PRNs so receive multiple prescription requests. Shouldn't be a problem in Nottinghamshire as on the relevant committees that this would be discussed at.</p> <p><u>Stop smoking service – gp alliance – city</u> Supply via FP10 Refer to their gp practice</p>
13	<p>Summary of Actions agreed during the meeting Actions from to do list</p> <p>Will add these in once the minutes have been checked</p>
	<p>Details of future meetings Bi-monthly</p> <p>21st November 2018 9.30 am – 5pm <i>Ramsdale Park Golf Club</i></p>

Next meeting is on Wednesday 21st November 2018 @ Ramsdale Park Golf Club, Calverton

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 19th September 2018

Signed: _____ original signed by Rob Severn Date 21/11/18
Rob Severn, Chair, Nottinghamshire LPC

Christmas Social – partners welcome

End November 2018 -24th Nov / 1st Dec / 8th Dec

City Centre

Calcutt Club, Maid Marian Way – curry

Doodle poll to be sent