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	<p style="text-align: center;">THE 131<sup>st</sup> MEETING OF THE COMMITTEE WAS HELD AT LPC OFFICE, COTGRAVE BUSINESS HUB, CANDLEBY LANE, COTGRAVE WEDNESDAY 18<sup>TH</sup> SEPTEMBER 2019 AT 9.30AM</p> <p>Present</p> <p>In the Chair: Rob Severn (RS) Chief Officer: Nick Hunter (NH) Secretary: Alison Ellis (AE)</p> <p><u>Members:</u> Raza Ali (RA), Mandip Bassi (MB), Linda Ferguson (LF), Dave Fernley (DF), Mike Jones (MJ), Saikiran Koneru (SK), Vijay Pujara (VP), Jon Such (JONS), James Sutcliffe (JS), Randeep Tak (RT)</p> <p><u>Attending</u></p> <ul style="list-style-type: none"> <li>➤ Garry Myers, PSNC Regional Representative</li> <li>➤ Ankish Patel, Senior Clinical Pharmacist</li> </ul> <p><u>Apologies</u></p> <ul style="list-style-type: none"> <li>➤ Mindy Bassi, Chief Pharmacist, Greater Nottingham CCP</li> <li>➤ Samantha Travis, NHS England</li> <li>➤ Luke Hallahan, LPC member</li> <li>➤ Dhiren Raval, LPC member</li> </ul>
	<p>Garry Myers, PSNC regional Representative</p> <ul style="list-style-type: none"> <li>➤ Confidential update</li> </ul> <p>Watched video from Simon Dukes (this has been shown at all contractor events) Main points discussed ... Government don't value dispensing – they do value pharmacists skills though. No deal Brexit - will need to look at something in place of FMD (75% medicines come through the EU) <u>PQS</u> – aspirational payment – Payment will be given in November 2019. Balancing figure will be in accounts on 01.04.20 – have to meet the criteria when make the declaration.</p> <p><u>CPCS</u> Need to register on MYS portal Referrals from NHS111 and then expand to GP, 111 online and urgent treatment centres</p>
<b>1</b>	<p><b><u>CLOSED MEETING</u></b></p> <p><b>1.1 Apologies for absence</b></p> <ul style="list-style-type: none"> <li>• Luke Hallahan</li> <li>• Dhiren Raval</li> </ul> <p>Reminder to members that apologies need to be given in a timely manner</p> <p><b>1.2 Acceptance of the minutes from 17<sup>th</sup> July 2019</b> - Attachment 1A Minutes of the meeting held on 17<sup>th</sup> July 2019 were agreed as a true and accurate account. RS signed original minutes.</p>

	<p><b>1.3 Action points from 17<sup>th</sup> July 2019 – Attachment 1B</b></p> <p>1.3.1 <u>Contractor visits</u> Forward to the next meeting</p> <div style="border: 1px solid black; padding: 5px;"> <p><b>Action: GH to add contractor report template to survey monkey and then link added to the members area for members to access</b></p> </div> <p>1.3.2 <u>Care at Home policy</u> Nottingham County Council have not updated the policy yet but when it is done then RS will include an article in the newsletter explaining the change and that do not need to give out MDS but do need to undertake an assessment.</p> <p>1.3.3 <u>PCNs</u> AE, NH, and RS have met and gone through PCNs and sent out information to contractors. RS met with David Ainsworth and been asked to present to the ICP board</p> <p><b>1.4 Declarations of Interest for any item on the agenda</b> <i>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</i></p>
<p><b>2</b></p>	<p><b>Governance Items</b></p> <p>2.1 <u>Declarations – all members to complete for 2019/20 – Attachment 2A</u> ➤ <b>Outstanding from DR, RT</b> RT completed his declaration form at the meeting – still outstanding from DR</p> <p>2.2 <u>Potential Data Breach in NHS Mail (PharmOutcomes) – Attachment 2B</u> For information</p>
<p><b>3</b></p>	<p><b>NHS Contract Matters</b></p> <p><b><u>3.1 New contracts-Routine</u></b> Nothing received</p> <p><b><u>3.2 New contracts-Excepted</u></b> Nothing received</p> <p><b><u>3.3 Litigation</u></b> Nothing received</p> <p><b><u>3.4 Decisions</u></b> 3.4.1 Application offering unforeseen benefits By: Lakshmi Healthcare Ltd At: best estimate – in the vicinity of Candleby Lane, Cotgrave, NG12 3JG</p> <p><b>Refused</b></p> <p><b><u>3.5 Responses received</u></b> Nothing received</p> <p><b><u>3.6 Amendments to the list</u></b> 3.6.1 List of amendments received – Attachment 3B</p>

<p><b>4</b></p>	<p><b>Finances – GH</b></p> <p>4.1 Finances July/ August 2019 – Attachment 4A, 4B and 4C</p> <p><u>Income – July 2019</u></p> <p>Contractor Levy - £17,600</p> <p>Payment for ENT equipment - £332.22</p> <p>Total = £17,932.22</p> <p><u>Expenses for July 2019</u></p> <p>Normal meeting expenses plus</p> <p>Annual accounts - £300.00</p> <p>Equipment for MAS PGD - £535.56</p> <p>Survey monkey subscription – £408.00</p> <p>Well invoices came through from May, June, so large amount</p> <p>Total expenditure = £14,558.03</p> <p>Balance = £137,402.12</p> <p><u>Income for August 2019</u></p> <p>Contractor levy - £17,600.09</p> <p><u>Expenses for August 2019</u></p> <p>Less expenditure this month</p> <p>Received Well invoices for July</p> <p>Normal office costs – electric, rent</p> <p>Invoice received from Metaphor Development re training - £1,176.00</p> <p>Total expenditure = £10,246.58</p> <p>Balance = £144,755.63</p> <p>4.2 Cashflow</p> <p>£9,000 over 6-month reserve level</p> <p>The committee discussed the amount of PCN work and funding that would be needed to cover the backfill amounts if this were agreed. It was also noted that the lead pharmacist will receive more PQS points so already will be receiving some payment, which should offset backfill costs.</p> <p>Agreed that at the moment there was not a need to provide any payment for attending meetings and would monitor once the PCN meetings have started and know how often they will be meeting. Ongoing and further discussion needed on whether need to employ or fund members, contractors to attend or fund a secondment position to enable required support to contractors.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Action: Review future need for providing backfill payments for members, contractors attending PCN meetings and also if need to have a secondment / employed member of staff to help support contractors and attend PCN meetings – add to the agenda as a standing item.</b></p> </div>
<p><b>5</b></p>	<p><b>New CPCF</b></p> <ul style="list-style-type: none"> <li>➤ <u>Updated Pharmacy Quality Scheme</u></li> </ul> <p><b>HLP</b></p> <p>A lot of work if not registered as HLP before – from April 2020 will be part of terms of service – so probably monitored through the CPAF questionnaire.</p> <p>Self - assessment - need to re-register after 2 years</p> <p>Healthy Living Champion – criteria states needs to be full time or equivalent, the qualification does not expire</p> <p><b>PCN</b></p> <p>12 points and a further 10 if chosen to be the lead PCN pharmacist.</p>

➤ Register for MYS

68 not registered out of Nottinghamshire contractors

It reportedly takes 8 days before live on the system – acknowledgement received through NHSmail. NH has been contacting some contractors on the list already and AE to send out an email reminder.

**Action: Members to mention registering on MYS when speaking with any contractors**

**Action: AE to contact contractors who are on the list for not completing asap to remind them to complete and send information on how to do this.**

➤ New Service NHS Community Pharmacist Consultation Service (replacing NUMSAS and DMIRS) – Draft SLA – Attachment 5A

If community pharmacy as a sector fail to deliver on this service then the NHS will likely not be convinced to develop future services with community pharmacy and thus weaken the PSNC's negotiating position – so need to emphasise to contractors how important this service is and we need to get it right from the offset.

Cannot have pharmacies referring back to NHS111 – this will increase the lack of confidence in pharmacy by call handlers. 2 breaches then the pharmacy is removed from the service.

Locums need to be doing this service as needs to be available for all opening hours at the pharmacy. NH is working with NHS 111.

Need to keep a check on who attends the training events and signs up so can chase up the other contractors that have not completed. AE to monitor the reports that are sent through by PSNC.

Locally there are not many NUMSAS referrals because Nottinghamshire have a local Emergency Supply Scheme. Probably will still only receive a few referrals a month but when move to GP referrals and 111 online it will increase.

One of the concerns is that when GP reception staff wrongly refer to pharmacy then the patient will be sent back and this could be recorded against the pharmacy as a breach. This is being measured by GP DMIRs pilots at the moment.

**Action: AE to keep a check on who attends the training events and signs up so can chase up the other contractors and review PSNC reports for CPCS sign up.**

➤ 2019/20 Seasonal flu – PGD and SLA – Attachment 5B and 5C

There have been some instances where GP practices are making allegations of vaccines not being as effective or that pharmacy get paid for the service and they don't etc.

LMC are supportive of pharmacy providing flu vaccines.

This year notifications go through PharmOutcomes automatically to some GP systems – via MESH, otherwise via NHS mail, and if no secure email address in PO then will be printed for posting.

LPCs supporting the rollout of the CPCS webinar (1 hour)?? – Attachment 5D

Members were advised to watch the recorded webinar as very useful and AE has forwarded the PSNC emails with further details.

**Organise a CPCS event – 09.10.19**

6

**Sub groups**

***Need to provide written reports to ensure that the whole committee is informed***

a) Service Development

Update from meeting 09.09.19

Dates of events planned so far

- Revalidation – 24.09.19 and 03.10.19 (if there is a need)
- CPCS – 09.10.19
- PCNS overview – 4<sup>th</sup> November

Locality PCN events

City PCN event – working with Ankish Patel, Senior Clinical Pharmacist, to organise

	<p>N&amp;S PCN – have venue and lead people – need to sort date  Rushcliffe – working on  Lung cancer (Mansfield) – 12<sup>th</sup> November to link in with CRUK and NHS earlier diagnosis pilot</p> <p>b) <u>Finance</u>  Organising a meeting in October 2019</p> <p><b>Action: GH to organise a finance subgroup meeting in October 2019</b></p> <p>c) <u>Media / Communication</u>  Newsletters are being sent more regularly  MP visits – Chris Leslie 20.09.19 and Ken Clarke 30.09.19  Need to set a date to meet in October / November 2019 – SK to be added to the comms group</p> <p><b>Action: RS to organise a date to meet in October / November 2019</b></p> <p>d) <u>Governance update</u>  Do need to meet and go through governance checklist before January 2020 LPC meeting  New member election – there were an equal amount of votes for all candidates and so names were put in a hat and selected by someone independent from the LPC according to the constitution</p> <p><b>Action: JONS to organise a governance sub group meeting before January 2020 LPC meeting</b></p>
	<p><u>Open meeting</u>  Ankish Patel, Senior Clinical Pharmacist, Nottingham City Federation and clinical pharmacist in Aspley practice</p> <ul style="list-style-type: none"> <li>➤ PCN update</li> </ul> <p>Maximum reimbursement for clinical pharmacist is capped at £38,969 – not 70% of the cost of employing!!  1<sup>st</sup> year – pharmacist and social prescriber  2021- physician associates and physio added  2022 – paramedics added  Each PCN will be able to draw down reimbursement from funds  8 roles in city and 8 in county have recently been recruited to – received 44 applications  Need to do at least 18.5 hours per week otherwise cannot get on the training pathway  Self-declaration can be used  1 pharmacist = 80,000 patients – as the PCNs employ more pharmacists this will be reduced  How does community pharmacy fit in to the network?  City PCNs are going to have one lead for pharmacy – community pharmacy need to be liaising with this person and highlighting the services that community offer – emphasis on making things easier for GP’s – offering solutions  Advertising for another 20 pharmacists in January 2020  Need to try and get across that a good working arrangement would be for pharmacist to work part time in PCN and part time working in community pharmacy.  Ankish has agreed to be the initial liaison person between the LPC and City PCNs</p>
7	<p><b>Integrated Care System / Primary Care Networks</b>  <i>Members to have read through PSNC briefing LPC News: Helping you to engage with Primary Care Networks</i>  <b>Primary Care Networks</b></p> <p>PCN contractor briefing event by Liam Stapleton – Attachment 7A</p> <ul style="list-style-type: none"> <li>- Nottinghamshire wide event to outline PCNs</li> <li>- Locality events to support contractor engagement with each PCN - Organise local meetings to discuss PCNs so that means they have met together for their PQS points</li> </ul>

- Events also to be held in Bassetlaw, Mid Notts and South Notts.

There was a long discussion on the format and content of the contractor events and the following was agreed ...

Members wished for the change management slides to be taken out of the training plan.

The training academy will run two events across Nottinghamshire

- CPCF and PQS overview and PCN engagement
- 09.10.19 – LPC office, Cotgrave (South)
- 04.11.19 - South Forest Leisure Centre, Edwinstowe (North including Bassetlaw)

Then after these initial events locally specific events for PCNs will be organised

The first ones to be organised will be Newark and City as venues and clinical directors have already been offered. Just need to liaise around the dates.

RS to liaise with Richard Stratton regarding the Rushcliffe event

**It was agreed that NH/RS will meet to go through the content of the event with LS and maybe include MB and MJ if they wish to be involved.**

<b>Action: LS to organise training events on CPCF/PQS and PCN Engagement for South and North on 09.10.19 and 04.11.19</b>
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<b>Action: NH/RS to liaise with City, Newark and Rushcliffe PCNs re dates for the local meetings</b>
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<b>Action: NH/RS will meet to go through the content of the event with LS and maybe include MB and MJ if they wish to be involved</b>
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- City PCNs  
**meeting with Dr Abbott (GH/MJ)**

1 x clinical lead for pharmacy across all City PCNs – they are allocating this in October

LPC are presenting to the clinical director in November 2019

Contractors need to appoint a lead pharmacy / pharmacist

- Mid Notts PCNs  
**RS met with David Ainsworth**

M&A and N&S are wishing to hold local events and have provided venues and will have clinical director attend.

- South Notts PCNs

Been in contact with Rushcliffe PCN

- Bassetlaw PCNs

Retford and villages

Larwood

Newgate

Harworth pharmacies – have 3 PCNs to choose from

**a) ICS update – Nottinghamshire**

- i. ICS Board summary briefing – August 2019 – Attachment 7B

For information

**b) ICS update - SYB**

- i. SY ICS Urgent and Emergency Care 15.07.19 – Attachment 7C

For information

- ii. SYB ICS Development Event 06.09.19

For information

- iii. SY&B Primary Care Working Group Meeting 12.09.19

	<p>For information</p> <p>iv. <u>Joint SYB pharmacy workforce paper (to LWAB) – Attachment 7D</u></p> <p>For information</p>
<p><b>8</b></p>	<p><b>STRATEGY, DEVELOPMENT AND WORKPLAN</b></p> <p><b>Stakeholder map – Attachment 8A and 8B</b>  Forward to the September 2019 meeting for further discussion with all members and consider any developments with PCNs.  PCNs go under more than one area</p> <ul style="list-style-type: none"> <li>- Local decision makers</li> <li>- Health care commissioners</li> <li>- NHS organisations</li> </ul> <p><b>Strategy plan review</b></p> <ul style="list-style-type: none"> <li>- Discussion on priorities</li> </ul> <p><b>Building alliances</b>  Some of the meetings that the LPC attend are to ensure that correct information about community pharmacy is being given. If don't attend the meeting, then need to ensure read the minutes and raise queries if incorrect.  Feel should be focussed on PQS, CPCS and PCNs for the next 6 months</p> <p>Take off  ?? APC  ?? GNMOC</p> <p>?? Employ someone to cover the PCN work  Fund non LPC members to attend the meetings in their PCN?  Fund LPC members or secondment?</p> <p><b>Develop, empower and deliver</b>  Staff shortages – hourly rates are not adequate – can have non-qualified jobs paying more money and have no customer facing duties or ongoing training needed (supermarket / call centre work)  Difference in salary is reducing between counter staff and technicians  Need NHS England to address this – think it will be covered by Health Education England</p> <p><b>Communication and engagement –</b>  Trello  Microsoft teams  Sharepoint, teams etc – Microsoft apps  Lloyds used Sharepoint and Microsoft Teams – MB and SK offered to work with the LPC to see how this can be used within the LPC</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Action: AE to liaise with MB and SK on Sharepoint, MS teams – look at this before November 2019 meeting</b></p> </div> <p><b>Governance</b>  Need to set up monitoring process and timelines – AE and JONS</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p><b>Action: AE to liaise with Jon to set up a governance calendar</b></p> </div>

9	<p><b>Tenders and bids / Consultations / Service Opportunities</b></p> <ul style="list-style-type: none"> <li>➤ Consultation on drug reimbursement reforms - deadline 17.09.19  <a href="https://www.gov.uk/government/consultations/community-pharmacy-drug-reimbursement-reform">https://www.gov.uk/government/consultations/community-pharmacy-drug-reimbursement-reform</a> - Attachment 9A</li> </ul> <p>PSNC have responded and it was felt that the LPC did not need to do this individually as there are things that do not need to be included as could make things worse.</p>
10	<p><b>10.1 PSNC Events</b></p> <p>10.1.1 <u>LPC conference London – 25.09.19</u>  RS, DF, NH and AE attending</p> <p>10.1.2 <u>Provider company workshop London – 24.09.19</u>  James attending</p> <p>10.1.3 <u>New member days - October and early December</u>  AE to send through dates once these have been finalised</p>
11	<p>Chief Officer / Chair reports –</p> <p>11.1 <u>Chair report – Attachment 11A</u>  ICP - Currently 5 workstreams but going to add in 20 more  Oversight workshop – reducing down how many attend  Respiratory Workshops – Mandip attends on behalf of LPC  Smoking cessation – since New Leaf was decommissioned not good – both in GP practices and pharmacies. Launching a uniformed service across GPs and pharmacies</p> <p>11.2 Chief officer report – covered elsewhere on the agenda</p> <p>11.3 <u>TCAM – Attachment 11B and 11C</u>  Need pharmacies to accept the referral and then also to go back in and complete so that they are then taken off the outstanding list. Some of the wording in the referral makes it sound like an MUR is needed where they just need to state that no further action is required as necessary.  Only way pharmacy is going to know about patient discharge is by reviewing TCAM  Discharge meds reconciliation going to be part of the contract – on the future services development grid.</p>
12	<p><b>MEMBER UPDATES</b></p> <p>12.1 <u>Meetings attended</u>  No further meetings attended – all reported on elsewhere on the agenda</p>
13a	<p><b>LOCAL AUTHORITY REPORTS</b></p> <ul style="list-style-type: none"> <li>▪ <b>PUBLIC HEALTH COUNTY</b></li> <li>▪ <b>HWB COUNTY</b> <a href="http://www.nottinghamshire.gov.uk/dms/Meetings.aspx">http://www.nottinghamshire.gov.uk/dms/Meetings.aspx</a> <ul style="list-style-type: none"> <li>➤ Summary <ul style="list-style-type: none"> <li>▪ Next meeting date 2<sup>nd</sup> October 2019 2pm @ County Hall</li> <li>▪ Next meeting date 6<sup>th</sup> November 2019 2pm @ County Hall</li> </ul> </li> </ul> </li> <li>▪ <b>PUBLIC HEALTH CITY</b></li> <li>▪ <b>HWB CITY</b> <a href="http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?Committeeld=185">http://committee.nottinghamcity.gov.uk/ieListMeetings.aspx?Committeeld=185</a> <ul style="list-style-type: none"> <li>▪ Next meeting date: 25<sup>th</sup> September 2019 2pm @ Loxley House</li> <li>▪ Next meeting date: 27<sup>th</sup> November 2019 2pm @ Loxley House</li> </ul> </li> </ul>
13b	<p><b>NHS England Area Teams</b></p> <ul style="list-style-type: none"> <li>➤ Flu planning meeting 24.07.19 – Attachment 13A</li> <li>➤ Bassetlaw Seasonal Flu group – Attachment 13D</li> </ul> <p><b>LPN meeting</b> – future of the LPN is undecided</p> <p>Concern and risk of losing Sam Travis from NHS England – risk to local system – raised at the ICS</p> <p><b>SYB LPC report</b></p> <p>Workforce / training subgroup – some events being planned across SY on CPCS and contract changes. Need to discuss with Bassetlaw contractors on where they sit in the new contract with PCNs – less PH commissioned services now so maybe more aligned with Doncaster. Will raise at the contractor PCN event when planned.</p>



<p><b>13c</b></p>	<p><b>CCG update</b>  <b>Mid Notts</b>  <b>Greater Notts</b></p> <ul style="list-style-type: none"> <li>▪ NHS Greater Nottingham: Prescribing Hints &amp; Tips Newsletter July and September 2019 – Attachment 13B and 13C</li> </ul> <p>For information</p> <ul style="list-style-type: none"> <li>➤ <a href="#">PPG Forum Nottingham North East - 17.09.19 (RS)</a></li> <li>➤ <a href="#">PPG forum Rushcliffe (Joy Wingfield) -</a></li> </ul> <p>LPC have been invited to talk to them on the new contract and system and what pharmacy can offer</p> <p><b>Bassetlaw</b>  Nothing to report</p> <p><b>Area Prescribing Committee</b>  Nothing to update</p> <p><b>If you have been to any local meetings then let Alison know and send a report through to be added to the meeting agenda</b></p>
<p><b>14</b></p>	<p><b>Information received from various sources</b></p> <p><b>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.</b></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 <a href="http://www.psn.org.uk">www.psn.org.uk</a></i></p> <p><b>14.1 PSNC briefings / newsletters</b></p> <p>14.1.1 List of PSNC newsletters received since the last LPC meeting – Attachment 14A  Link to the PSNC webpage - <a href="https://psnc.org.uk/">https://psnc.org.uk/</a> - briefings found on each drop down section of the website</p> <p>14.2 PSNC Pricing audit reports  Nothing received</p> <p>14.3 <b>PSNC Regional Meeting –</b>  PSNC East Midlands and SY plus PSNC Yorkshire and Humber 02.10.19  <b>Including North East LPCs too</b></p>
<p><b>15</b></p>	<p><b>Any other business (raised by lunchtime)</b></p> <p>15.1 Healthera app  Have to sign up for £100 a month  Put pharmacy branding on  30p per item per patient every month –  Effectively directs the patients to pharmacies that have signed up to the Healthera (like just EAT)  Marketed in local areas via CCGs – if they promote then this could be prescription direction?!</p>
	<p><b>Details of future meetings</b>  Bi-monthly</p> <p><b>20<sup>th</sup> November 2019</b>                      9.30am – 5pm                      <i>Office at Cotgrave, Candleby Lane, NG12 3JQ</i></p>

**Next meeting is on Wednesday 20<sup>th</sup> November 2019 @ LPC office, Candleby Lane, Cotgrave**  
Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 18<sup>th</sup> September 2019

Signed: \_\_\_\_\_ original signed by Rob Severn                      Date: 20/11/19  
Rob Severn, Chair, Nottinghamshire LPC