

Secretary:
Alison Ellis
Suite E Cotgrave Business Hub
Candleby Lane, Cotgrave, NG12 3US

Tel: 07882289083
Fax: 01509 734322

Email: secretary@nottinghamshirelpc.co.uk
<http://psnc.org.uk/nottinghamshire-lpc/>).



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THE 138th MEETING OF THE COMMITTEE WAS HELD VIA
ZOOM CONFERENCE CALL ON
WEDNESDAY 18TH NOVEMBER 2020 AT 11AM

Present

In the Chair: Rob Severn (RS)
Chief Officer: Nick Hunter (NH)
Secretary: Alison Ellis (AE)
Treasurer: Gordon Heeley (GH)

Members: Raza Ali (RA), Mandip Bassi (MB), Rebecca Butterworth (RB), Bethan Chamberlain (BC), Linda Ferguson (LF), Dave Fernley (DF), Saikiran Koneru (SK), Vijay Pujara (VP), Dhiren Raval (DR), Jon Such (JonS), James Sutcliffe (JS), Randeep Tak (RT)

1.1 Attended

Sam Travis, NHSE & I
Garry Myers, PSNC
Kate Dawson, AHSN
Alex Spurling, NUH
Tracy Madge, Nottingham and Nottinghamshire CCG
Elizabeth Woodward, ABL Health

1.2 Apologies

- None

1.3 Acceptance of the minutes from 23rd September 2020 - Attachment 1A

The minutes were agreed as a true and accurate record of the meeting held on 23rd September 2020.

1.4 Action points from 23rd September 2020 not on the agenda

1.4.1 Invoice for work completed by DF and RS for the Lincolnshire LPC appeal has now been sent through and waiting payment.

1.4.2 PCN WhatsApp groups and contact details needed for setting up – AE is still doing and will be sending out emails to all contractors with the lead details shortly.

1.4.3 LPC collaboration work with Liam Stapleton and Rob Darracott – this has been delayed due to Covid-19

1.4.4 Invite Chris Kerry to meetings for service updates / contractual arrangements
Chris Kerry will be invited to future meetings

1.4.5 Controlled Drugs reporting on private prescriptions
Sam Travis was to send through an article for the newsletter – not received this yet – AE to follow up with Sam Travis.

	<p>Action: Newsletter article re controlled drugs reporting on private prescriptions – AE to follow up with Sam Travis</p> <p>1.4.6 BC to report back to the care home taskforce the point raised by SK about pharmacies receiving requests for medication for patients being discharged but then patient going to care home therefore not collecting the medication already being prepared as they use a different pharmacy This was raised at the meeting but the meetings have now stopped.</p> <p>1.5 Declarations of Interest for any item on the agenda <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>2</p>	<p>Governance Items</p> <p>2.1 Declarations – Attachment 2A All received - any changes let AE know</p> <p>2.2 Feedback from Governance committee Nothing to report</p> <p>2.3 NHS mail application and data toolkit completion – further update Darren Powell Doncaster LPC member and NHSD is working on using NHS mail for CPWY and so DP and Dan @ PSNC are going to contact those they are liaising with and then meet together again – once they have sorted, Dan will contact stating whether we need to resubmit out application</p> <p>Action: AE to follow up with Darren Powell and Dan Ah-Thion and the result of their conversations and if we need to resubmit the application.</p> <p>2.4 Communication within the LPC <ul style="list-style-type: none"> ➤ <i>Discussion around meeting reports, emails and the use of WhatsApp or do we need another mechanism for comms?</i> Members felt that the WhatsApp group seems to work very well. <ul style="list-style-type: none"> - Feel very well informed. - Need to have some bullet points on emails being sent through to help with what is requested from members - PSNC bulletins are good and asked all members to read </p>
<p>3</p>	<p>Independent PSNC/LPC pharmacy review</p> <ul style="list-style-type: none"> ➤ <u>Latest information from the Wright review –</u> Review Steering group has been set up – 4 CCA , 4 Ind , 2 Ind and chaired by PSNC chair Simon Dukes indicated that the RSG had been finalised Need to get some momentum behind it There is a risk that vacant posts will not attract any applications until the review has finished and outcomes are known ➤ <u>LPC and PSNC meeting on 17.11.20 (DF, RS)</u> Enjoyed the format Broken down into an update Went through issues with staffing levels in pharmacy Broke into rooms – looked at the issues in the groups that they have experienced

Presentation from Greater Manchester was very good

IPMO

Surprised that a lot of the LPCs were struggling

Notts are ahead – lucky to have had a pre-existing pharmacy leaders group – normally meet every two months, but during COVID met weekly and now biweekly meeting.

GP-CPCS

Just being rolled out.

Worry that if every practice starts the service at the same time then not be able to cope

Felt that Notts LPC were ahead of other LPCs

Seemed to flow better than previous meetings. There were around 140 people on the meeting at some points. Some people left to do local meetings and then came back in which is a bonus of virtual meetings

Facilitating (RS and NH) – there was less time for chat in the groups.

Presentation from Pharmacist Support – focused on mindfulness, stress, etc and we are looking at running an event for Nottinghamshire contractors. NH liaising with Sam Travis and Mindy Bassi.

Action: Pharmacist Support mindfulness event for Nottinghamshire contractors. NH contacting Sam Travis and Mindy Bassi.

➤ **Review for steering group – webinar 04.11.20**

Proposal – Attachment 3A

webinar – Attachment 3B slides from webinar

Discussion on the proposal and next steps

Slides were very clear and precise.

A lot of people are worried that will be the same faces / voices on the steering group.

4

NHS Contract Matters

4.1 New contracts-Routine

Nothing received

4.2 New contracts-Excepted

4.2.1 No significant change relocation

By: Bestway National Chemists Ltd T/A Well

From: St Anns Valley Centre, 2 Livingstone Road, St Anns, NG3 3GG

To: 1 Livingstone Road, St Anns, Nottingham, NG3 3GG

Closing date: 7th December 2020

Declaration of Interest – RS & BC (Well), VP (Carlton Hill and Turners), MB (Lloyds), RT (Applegate)

Pharmacy application for relocation across the road – 40meters – moving out of the health centre into a separate building.

Is there any restriction to crossing the road – small road that leads to the health centre

On the map cross in the wrong place but when check the street view it is fine

Wellspring Surgery have also looked at moving out of the health centre previously.

Response - No objection to the application

Contract applications received from other areas

4.3 Litigation

Nothing received

	<p>4.4 Decisions</p> <p>4.4.1 Application to change core opening hours By: Singhs Pharmacy At: 77 High Street, Arnold, Nottingham, NG5 7DJ</p> <p>LPC response : The LPC doesn't feel this application can be processed because the proposed hours are less than 40 hours per week, and the applicant gives no evidence as to why they should be allowed to reduce to less than the minimum 40 hours required.</p> <p>Decision: ? Not received any decision on this application yet</p> <p>4.5 <u>Responses received</u></p> <p>4.5.1</p> <p>4.6 <u>Amendments to the list – Attachment 4A</u></p> <p>4.6.1 Change of ownership From: Peter James (Bridgegate Chemist) ltd To: Dispharma retail Ltd At: 1a Welbeck Road, Retford, DN22 7RP Approved</p> <p>4.6.2 Change of ownership From: Peter James (Bridgegate Chemist) ltd To: Dispharma retail Ltd At: 54 Bridgegate, Retford, DN22 7UZ Approved</p>
5	<p>Finances – GH</p> <p>5.1 <u>Finances September / October 2020 – Attachment 5A, 5B, 5C, 5D, 5E</u></p> <p><u>September 2020</u></p> <p>Income £17,600.09 – contractor levy</p> <p>Expenditure Standard month for expenditure – payroll, members costs for meeting, rent £7,507.89</p> <p>Balance - £119,410.87</p> <p>VP queried with GH that he had sent claims through for the LPC meeting in September but they are not showing on the accounts – GH will check he has received this and ensure they are paid.</p> <p><u>October 2020</u></p> <p>Income £17,600.02 and £17,600.03 – 2 x contractor levy payments were in the account for October due to the November date being a weekend – will rectify itself in December.</p> <p>Expenditure £32,886.00 – PSNC 6-month levy £1,440.00 – Training academy invoices from Liam Stapleton RS and DF have attended quite a few meetings and invoices had been received from Well Total expenditure - £45,447.85</p> <p>Balance - £109,163.07</p> <p>DF has checked the statements against the balance sheets and they were correct.</p>

	<p>5.2 <u>Cashflow update – Attachment 5F, 5G</u> Will be holding 6 -7 months reserve at the end of the financial year Spent 66% of the budget so far. Looks like will be £16,000 over budget Defer decision for the levy holiday as may have more costs to come from Wright review and GP-CPCS Initial funding is from PSNC for the Wright review but then the LPC will need to fund some of this work. Will need to look at the work needed and costings as soon as we can. GP-CPCS – LPCs will be doing a lot of work around this. NH estimated that LPC will be looking at investment of £30,000 per year (based on advice from Avon) Set up fee for all contractors adds up to £70,000 and then think that £70,000 in referrals per month is easily achievable. Funding for service fee is from Pharmacy Integration Fund – not global sum. The LPC will need to invest in some resource to help with the implementation. Exec will consider and come back to full LPC when more details of implementation are available. Trend for items dispensed is going down – think this is due to self-care items Pattern nationally from colleague feedback ... Less acute prescriptions being seen – especially when doing video or telephone calls CCG has been working on prescribing habits. Due to Covid there are less people attending for Pharmacy First too. At the moment patients are not calling in for medical problems as feel that the NHS are overrun so these probably do need medication but not accessing GP or pharmacies. Average item value is just under £8 Contractor levy payments for the LPC = £75 per month – due to the holidays it has been £55 per month</p> <div style="border: 1px solid black; padding: 5px;"> <p>Action: Members asked for the slides that GH presented to be sent out to all members so they can use within their pharmacies etc.</p> <p>LPC exec team to discuss plans for GP-CPCS implementation and funding that will be needed. Bring plans back to the LPC committee for approval.</p> </div>
6	<p>Chief Officer / Chair reports – 6.1 <u>Chair update – Attachment 6A</u> Amount of meetings attending has increased – due to flu / covid Pharmacy are being included in the discussions and will be involved in the Covid vaccination plans.</p> <p>6.2 <u>Chief officer update – Attachment 6B</u> So many meetings at the moment that cannot attend all of them. Have more catch ups with RS because need to ask for frontline pharmacy info and opinion on items discussed in meetings. ICS under pressure to have COVID vacs plans but cannot do this until get the characteristics of the vaccine. How is the workforce going to get vaccinated and when?? Do not have the answers at the moment. Draft version is published – PCN level – had to give a site per PCN by 17.11.20 Will receive £12.58 per vaccination x 2 = £25.16. Only 2 storage sites in Nottinghamshire – NUH and Sherwood Forest Hospital Pharmacies are not well placed for the first vaccine – being led at PCN level Pharmacies need to be in collaboration with PCNS.</p>
7	<p>COVID – 19 / Flu</p> <p><u>COVID</u> Any feedback from members – challenges, different working etc Clinical Lead Dr Ahmed – VP discussed flu vaccs with him and he felt that pharmacies are doing all the mobile patients but not doing housebound and care home patients. GP’s have been told to focus on over 65’s. Pharmacies are restricted by PGD as only the pharmacist can do the vaccine where GP’s service the nurses can do so they can go out to housebound</p>

Girish has spoken to the CD so conversations are happening locally.
Guidance has not been released to do 50-64 year olds yet.

PSNC/LPC Ops Team meeting updates
Information changes all the time so don't always give too much information.
If it is really important / urgent then NH will send through separately via email or WhatsApp group

Notts County IMT 27.10.20 – Attachment 7A
Community Pharmacy SOP – Attachment 7B
Home delivery service – Attachment 7C

Requirement to sign prescriptions suspended - <https://psnc.org.uk/our-news/requirement-to-sign-prescriptions-suspended-from-november-2020/>

FLU

- South Nottinghamshire Seasonal Flu Planning Group Meeting – Attachment 7D
- ICS Flu Planning Delivery Group 12.11.20 (RS) – Attachment 7E and 7F
- SYB ICS flu planning
- Bassetlaw flu meeting (DF)
- Mandated Flu Vaccination Campaign

For information

8 **Integrated Care System / Primary Care Networks / Nottinghamshire CCG**
Members to have read through PSNC briefing LPC News: Helping you to engage with Primary Care Networks

a) Primary Care Networks (30mins)

- PCN Development lead – Rachel Rees – 05/11/20 and presentation to CD's 15.10.20 (NH, RS) – Attachment 8A
- PCN lead training / development with Liam Stapleton – review of the events flu and Business Continuity workshops held on 06.10.20 and 20.10.20

Feedback on the nights were good. RA and RT found very useful.

- City PCNs
- Mid Notts PCNs
- South Notts PCNs
PCN lead vacancy – Nottingham North East - Synergy

Boots do not have suitable candidates

- Bassetlaw PCN
PCN Lead vacancy - Newgate PCN

Boots do not have suitable candidates
RS asked AE to send through the lists of pharmacies in the areas.

PCN funding –
Bassetlaw PCN leads - Group together In Doncaster for workshops
Not spent the amount that was given by SYB NHSE.

b) ICS update – Nottinghamshire

- Clinical strategy update
- ICS partnership forum update 29.10.20 – Attachment 8B
- Integrated Pharmacy Medicines Optimisation (IPMO) – 23.10.20 – Attachment 8C
- ICS Board Summary briefing – September and October 2020 – Attachment 8D and 8E

c) ICS update - SYB
For information

	<p>➤ Nottinghamshire CCG No update</p> <p>• Area Prescribing Committee No update</p>
	<p>GUESTS</p> <p>Kate Dawson, AHSN and Alex Spurling, NUH (presentation)</p> <p>➤ <u>TCAM update</u> TCAM becomes the Discharge Medicines Service from 01.01.21 218 patient referrals still waiting to be completed by pharmacies - 45% but target is 85% At this point – if you are receiving it for information then this can be marked as completed – may not need a MUR or NMS. Part of the admission recording asks a patient to nominate a pharmacy May have patients coming through that have not been seen at the pharmacy before. If they believe not their patient then let the department know - Don't reject!!! Interim care locations – discharge pharmacy will be different ADS code obtained through summary care record How long does it take to go through to the GP practice. Issues with not being able to get prescriptions because they have not had the information and then will not issue SystemOne will receive at the same time as pharmacy but some practices have a weekly download of information so depends on the process in the GP systems. TCAM is for any patient theoretically but the hospital are choosing the areas they are targeting due to pressures. Prioritising for patients that have a change in medication Elderly medicine is the main area Trying to improve with service managers of all areas Maybe put on the SCR if on blister packs. This would need to be done at GP level or if pharmacy had write access then pharmacy could do this. There is a flagging system in ehealthscope so will check this too. (AS) More information will come out in January 2021 Newsletter point – explaining how to complete referrals received if not doing a MUR/NMS. Kate will send through information for the newsletter article.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: Kate Dawson, to send through information on when to complete referrals to be added to the newsletter.</p> </div> <p>Elizabeth Woodworth, ABL Health</p> <p>➤ <u>SSS update</u> Very welcomed in Nottinghamshire. Part of the integrated lifestyle service – weight management, falls prevention and alcohol prevention. Based at Ransom Wood. Interest of 48 pharmacies initially but now - only have 18 sign up. Gedling has no pharmacy signed up Rushcliffe – only have 1 Mansfield struggling to cope with the amount of referrals receiving - 128 clients on Champix Payments – being resolved today. Assured that there will be payment – missed an email with the form to be completed and sent to Pinnacle for this to be set up. Payments - £14 first and second session and then further £8 for the 4 following sessions. Commissioned for County council patients but patients are able to obtain from City pharmacies if they sign up.</p> <p>Sam Travis, NHS E & I</p> <p>➤ <u>MAS Extended care</u> UTI and conjunctivitis – gone out to the pharmacies who were involved in the previous service pilot.</p>

Contractors need to sign the SLA and send back - only received a 1/3 back. When they have had the responses back from the original pharmacies involved, they can then open up to the rest of the pharmacies where there are gaps.
Once it is functioning then the intention is to add more services to the MAS extended care service. Sam will send through the list of pharmacies who have not sent back the SLA to AE and chase up with pharmacies

PPE

workshop for January 2021 – Vivian Weston on antimicrobial stewardship – LPN is leading this

IPMO

facilitating the Notts plan – Sam Travis, RS and NH met to go through the things that needed to be added for pharmacy

CD destruction

VP reported that he had asked for CD destruction but had not received anything back from NHSE. ST reported that should have received an authorisation notice

Process is - pharmacy needs to complete the destruction records on the reporting tool for all pharmacies wish to have destruction take place and then NHSE will send through an authorisation code.

Action: Sam Travis will send through the list of pharmacies who have not sent back the SLA for MAS extended care to AE and chase up with pharmacies

Garry Myers, PSNC Regional Representative

➤ Confidential update

£370m advance – asking that this is no longer needed to be paid back.

Submitted another bill for costs incurred due to COVID

Some PCNS are trying to contract pharmacies already for vaccination programme re COVID vaccine.

ICS locally are trying to get pharmacists to volunteer for vaccinating – sent the information through to head offices

No notice has been given for 50-64 year olds flu vacs at the moment

Release of national flu stock is being delayed as there is still stock in the system to be able to vaccinate the cohorts.

FMD costs – not heard anything

GPhC inspector has asked contractors what they have been doing towards FMD - NH said to let him know as he is already meeting monthly with the local inspectors.

PQS – they are looking at suspending till early next year – will get the achievement payment but then will then need to send through evidence that they have completed it.

Members voted for the delay in PQS rather than cancelling altogether

Tracy Madge , Associate Chief Nurse: ICS Vaccination Lead Co-ordinator NHS Nottingham and Nottinghamshire CCG

Flu service and Covid vac update

Aim that all over 50's will be vaccinated by Feb 2021 (600,000)

Have to be ready to go in 18 days time – ready to vaccinate for Covid-19

Treating as major incident – need everyone involved

Based the model on the simplest way to explain as it is being aimed at all levels of staff.

Will have to sign the MOU

Need the Band 5-6 to be involved to oversee the vaccinators.

Mass vaccination sites are in Mansfield and City centre

Band 4's are going through Online vac training program – then have support to have given actual vaccinations and will be signed off by Sherwood Forest Hospital.

Tracy will send through the slides for all members to have the information.

When on the bank staff you can chose to volunteer, be paid as an individual or paid as an organisation

Feedback to AE any queries and then will provide FAQs for pharmacy.

PharmOutcomes will be the system used to record vaccinations

9	<p>MEMBER UPDATES</p> <p>9.1 <u>LPC member day (DR, BC, RB)</u></p> <p>Good and lots of information re constitution, declarations and finance.</p> <p>Is there anything that we should be doing or not doing?? Felt that as an LPC we were covering everything we need to do. Helped to understand why we cover certain items when in the meetings</p>
10	<p>LOCAL AUTHORITY REPORTS</p> <ul style="list-style-type: none"> ▪ PUBLIC HEALTH COUNTY <ul style="list-style-type: none"> - Nottinghamshire County HWB Next meeting 02.12.20 – virtual meeting https://www.nottinghamshire.gov.uk/care/health-and-wellbeing/health-and-wellbeing-board ▪ PUBLIC HEALTH CITY <ul style="list-style-type: none"> - Nottingham City HWB Next meeting 25.11.20 virtual meeting https://www.youtube.com/user/NottCityCouncil
11	<p>NHS England Area Teams</p> <ul style="list-style-type: none"> ➤ North Midlands ➤ <u>Video Consultation Pilot update- 13 pharmacies in Notts</u> <p>Using doctorlink – pharmacies have had webinar training. Doctorlink is no different to Accurx in principle.</p> <p>Should be starting with this next week.</p> <p>Manor / Peak already use video calls for private service.</p> <p>Boots decided not to do in the end as the IT part of it was getting complicated.</p> <p>Bingham Pharmacy is also part of the pilot</p> <p>Survey being completed at the end of the calls.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Action: Update at the next LPC meeting in January 2021 to review how things are going</p> </div> <ul style="list-style-type: none"> ➤ <u>TCAM - Discharge Medicines Reconciliation Service supposedly starting on 1st Jan.2021.</u> <p>Discussed earlier in the meeting</p> <ul style="list-style-type: none"> ➤ <u>Smoking Service pilot - digital referral from hospital to community pharmacy – Attachment 11A</u> <p>Only for maternity patients at the moment. RS has spoken to Keith Kendall and Jackie Buxton. They are wanting to test the referral from secondary care to Community Pharmacy not the actual service as pharmacy have done this previously.</p> <ul style="list-style-type: none"> ➤ <u>Virtual Outcomes usage</u> <p>This is free (Funded by NHSE locally) and need to promote the use.</p> <p>May need to fund in the future – cost £2000 a year. GP-CPCS will be the main point for this.</p> <p>VP has used this for his staff and it is really useful to do during the day.</p> <ul style="list-style-type: none"> ➤ Controlled Drugs newsletter – Sept 2020 – Attachment 11B ➤ GP-CPCS – https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/dispensing-contractors-information/nhs-community-pharmacist-consultation-service-minor-illness-and-urgent-repeat-medicines-supply ➤ Supply issue alerts – https://www.gov.uk/drug-device-alerts ➤ SYB <p>SYB LPCS and NHSE & I – next meeting 19/11/20</p>
12	<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 via chat function on Zoom.</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>12.1 PSNC briefings / newsletters 12.1.1 List of PSNC newsletters received since the last LPC meeting - there have been daily COVID-19 briefings sent through – Attachment 12A Link to the PSNC webpage - https://psnc.org.uk/ - briefings found on each drop-down section of the website</p> <p>12.2 Regional PSNC / LPC meeting 07.10.20 – next meeting 2nd December 2020 – Attachment 12B</p> <p>12.3 <u>PSNC Pricing audit reports</u> Nothing received</p> <p>12.4 <u>MP briefing event – virtual – possibly December</u> 3 separate briefings – 1 Conservative (Jan 2021), 1 Liberal Democrats (Jan 2021) and 1 Labour– December 2020.</p> <p>12.5 PQS update</p> <p>12.4 Health education England ➤ Bids for funding – still waiting for details from NEY HEE on behalf of Bassetlaw</p>						
<p>13</p>	<p>Any other business 13.1 <u>MDS provision</u> 24 – 48 hours changed and expecting pharmacy to do this without sending through the revised prescription – advised that should say that they can have the MDS and the change in meds in original packaging until the next prescription comes through.</p> <table border="1" data-bbox="289 1213 1523 1283"> <tr> <td>Action: VP to send through information to NH and will raise with PICS to try and stop this happening again.</td> </tr> </table>	Action: VP to send through information to NH and will raise with PICS to try and stop this happening again.					
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<p>14</p>	<p>Details of future meetings Completed a couple of polls on Zoom Evening catch up in December – 92% agreed and the best days for this would be a Monday or Wednesday. Christmas Zoom party – 67% said yes – AE will organise and send out selection of dates.</p> <table data-bbox="289 1478 1523 1625"> <tr> <td>Development Day</td> <td>9am – 5pm</td> <td><i>To be confirmed</i></td> </tr> <tr> <td>20th January 2021</td> <td>9pm – 5pm</td> <td><i>Zoom call</i></td> </tr> </table>	Development Day	9am – 5pm	<i>To be confirmed</i>	20th January 2021	9pm – 5pm	<i>Zoom call</i>
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Next meeting is on Wednesday 21ST January 2021 @ Zoom meeting

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 18th November 2020.

Signed: _____ Date _____
Rob Severn, Chair, Nottinghamshire LPC