

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

Members: Bethan Chamberlain (BC), David Evans (DE) (pm only), Linda Ferguson (LF), Dave Fernley (DF), Emma Marsden (EM), Vijay Pujara (VP), Dhiren Raval (DR),

Attended

- Kirsten Atkinson, Priest & Co
- Rebecca Dickenson, Community Pharmacy Clinical Lead, Nottingham & Nottinghamshire ICB
- Dr Stephen Shortt, Deputy Medical Director, Nottingham and Nottinghamshire ICB
- Sam Uveges, Specialist Pharmacy Technician for Hepatitis, NUH Trust
- Amber Copeland, NUH Trust
- Cheryl Gresham, Nottingham and Nottinghamshire ICS

Apologies received

- Raj Morjaria, LPC member
- David Evans, LPC member (AM only)
- Rebecca Butterworth, LPC member
- James Sutcliffe, LPC member
- Lindsey Fairbrother, CPE Regional Representative
- Dr Dave Briggs, Medical Director

Welcome and introductions

1. Governance Items

a) Acceptance of the minutes from 26th July 2023 - Attachment 1A

The minutes were agreed as a true and accurate record of the meeting held on 26th July 2023.

b) Action points from 26th July 2023 not on the agenda

▪ Naloxone training

Charlotte sent through information on the Naloxone service and training – AE added info into the newsletter.

▪ Emails to members

RS will email members to ask what commitment they can give to the LPC work – to be sent before November 2023 meeting.

Action: RS will email members to ask what commitment they can give to the LPC work – to be sent before November 2023 meeting.

- c) Declarations 2023 outstanding – Attachment 1B
DE and DR are the only members not to complete – AE will send reminders.
- d) Governance Lead update
Nothing raised. Governance members not present
- e) Template LPC Website - Terms of Use – signed – Attachment 1C
CPE formalising governance for use of website template – just like branding so asking LPCs to sign terms of use. Over half of LPCs have now signed and using. All agreed.

2. Services update - Mike

a) GP-CPCS

Getting better, Notts are still near the bottom of the table in the region. 500 referrals a month. More practices are getting involved - 42 surgeries live now.

Orchard Pharmacy – Mansfield are doing really well – 50 referrals a month.

Radford Road / Canning Circus – VP reported that the numbers have been declining.

Lowdham – receiving a lot of referrals re UTI and practice are sending through excluded patients – MJ has been and trained the practice staff and explained the exclusion criteria.

Extended care services

72 pharmacies are signed up for UTI service – links well with the GP-CPCS service.

7 day follow up report shows that Notts are doing well with this part of the service compared to other areas.

Working with the ICB on winter pressures – asking to write to surgeries to highlight GP-CPCS.

Development of UEC referrals

Newark really interested.

Going to invite all Newark pharmacies to a virtual meeting to introduce.

EMAS referrals – meeting to discuss on 11.10.23 – RS and MJ attending.

Action: RS and MJ attending the EMAS CPCS referrals meeting on 11.10.23 – feedback at next LPC meeting

b) Hypertension

3000 consultations a month

c) Contraception service

47 contractors are signed up – completed 3 videos out of 5 for those that have signed up or interested and will help with setting up the service.

Low numbers but it is because not immediate start – need to get access to the patients when come in with a prescription but then it will be 6 months and sometimes 12 months before they will then access the pharmacy service.

Key to the service is contacting the receptionist. Also sexual health clinics may be a good way of getting some referrals. There are resources available – posters, leaflets and business cards.

Lots of training that is needed – because of the low number of referrals then pharmacists don't feel confident and may need to do the training again.

d) DMS

Lowest on the report for rejected discharge referrals – 2nd best - MJ phones the worst 15 pharmacies every month – MJ works with NUH when receives reports - 1.3% July rejected ↓ from 4%.

Thanks, given to Mike Jones for his work on getting pharmacies checking and actioning DMS referrals.

e) [Virtual wards](#)

Looked at VW and how fits in with referrals to pharmacy. At the moment patients being stepped down from hospital (i.e. fit to be sent home but need to be under hospital care so not discharged to the GP).

Common Conditions Service

Still in negotiation between CPE and NHSE.

Additional Funding

Rachael Rees from ICB has put in a bid for integrating care neighbourhoods for community pharmacy. £60,000 to work with 2-3 PCNs who are interested and pharmacies who are engaged, good relationships with surgeries. LPC will hold the money.
Will pay for backfill to pharmacies attending meetings.
And aims to start developing true primary care working together as one!

3. [Communications update – Mike / Kirsten](#)

LinkedIn

Getting more views of posts.

People are interested in people talking about what the LPC are doing.

Action: AE to remind members and exec to send through their bios and photo to be added.

Independent prescribing survey - Asked who was IP's and the barriers to using their skills and how can the LPC support them. As a result, have 10 IP's that we can connect with regarding the IP pathfinder.
Different types of videos make it easier for people to watch as they are short so can watch either in the pharmacy or at home.
RS reported that he has received lots of positive feedback from other LPCs and organisations when he attends events who have seen the posts.

4. [Social Media training session – Kirsten](#)

Social media – main focus for trying to reach as many contractors as we can - Using LinkedIn, Twitter, Facebook. Members to send through any info that wish to be added to the social media and Kirsten will create posts.

Members asked to set aside 5-10 mins per week to look through and repost, like, or make comments on posts to extend reach.

CP Notts are posting daily – scheduled posts too for certain topics and set for different times – 8pm at night is a good time for when staff get home from work.

Linked In

382 following

7,200 impressions over 4 weeks

Facebook

30 followers

300 people per post

Twitter

841 followers
1160 impressions

Activity planner

Kirsten sending through updated plan to AE to forward for members to look through and make any comments.

Action: Kirsten to send through comms planner to AE who will forward to members – send through any comments by 6th October 2023

Main focus for communications over the next few months

- IP pathfinder
- Common Conditions
- Contraception Service

Do we need to use social media to remind of contractual matters?

5. Finances - Gordon

- July / August 2023 accounts – Attachment 5A and 5B

July 2023

Levy paid in June so no income from levy on this month's accounts.

Expenditure

July meeting expenses including members expenses, lunch and travel costs + office costs and salaries.

Accountant rates for final accounts - £504.00

£14,531.75 total expenditure

Project fund

£130.47 interest

August 2023

Income

Levy – £17,599.97

Expenditure

Office costs and payroll

£12,563.45 total expenditure

Balance - £119,880.44

Project fund

Interest - £137.71

Balance - £186,156.64

- Budget 2023/24 – Attachment 5C

Finance subcommittee discussed in July 2023

£193,600 - levy for year 2023/24

£182,763.00 total expenditure for 2023/24

Clyde & Co. payment increased - £500 director and officer insurance set up – covers fines and risks, including legal costs for committee members due to being an unincorporated organisation.



From 2024 the Clyde and Co package will be free as provided by CPE – includes staff handbook, contracts etc.

Also have £3,100 for common conditions service events which was the left over money from Connected Pharmacy project fund.

Once know what the PSNC levy is going to be for next year then can finalise the budget and if need to do anything to adjust the figures and also review levy - not increased the levy for 7 years – need to review whether to reduce the levy amount. Discuss at November 2023 LPC meeting.

Action: Agenda item to review levy payments (decrease) at November 2023 meeting

6. [NHS contract matters](#)

- **New contracts-routine**

Nothing received.

- **New contracts - accepted**

Application in respect of a no significant change relocation

By: Boots Pharmacy

From: Unit A Riverside Retail Park, Queens Drive, Nottingham, NG2 1RU

To: Unit D Riverside Retail Park, Queens Drive, Nottingham, NG2 1RU

Closing date: 25.09.23

Declarations: LF (Peak Pharmacy)

Moving unit due to landlord request

Response – meets regulations for no significant change relocation

Application in respect of a no significant change relocation

By: PCT Healthcare Ltd T/A Peak Pharmacy

From: 93 Westgate, Mansfield

To: Rosemary Street Health Centre, Rosemary St, Mansfield, NG19 6AB

Closing date: 01.10.23

Declarations: LF (Peak Pharmacy), RS (Rowlands)

Consolidation application which has previously been approved has not been actioned.

Rowlands have just moved out from pharmacy up the road.

Response: As long as it meets the regulations and that the current pharmacy closes before the move

Application in respect of a no significant change relocation

By: Ascent (Mansfield) Ltd

From: 12 High Street, Mansfield Woodhouse, Nottinghamshire, NG 19 8AN

To: 14 Church Street, Mansfield Woodhouse, Nottinghamshire, NG19 8AH

Closing date: 13.10.23

Declarations: LF (Peak Pharmacy), RS (Rowlands Pharmacy)

Lloyds COO to Ascent earlier this year.

100hr pharmacy moving to this premises and will give notice on the other contract the day before it moves.

Response: As long as it meets the regulations and that the current pharmacy closes before the move

- **Contract applications received from other areas**

- **Litigation**
Nothing received
 - **Decisions**
Attachment 6.5
 - **Amendments to the contractor list**
Attachment 6.6
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7. [Updates from other organisations](#)

a) Integrated Care System

- **Medical Directors visits to pharmacies**
 - Midnight Pharmacy (Tas Bhatti)
 - Rowlands (RS)

This was discussed earlier in the meeting with Dr Stephen Shortt, Deputy Medical Director, who visited the pharmacies.

- **Covid Vaccinations**

Been supply issues already.

If not heard back re expression of interest then need to chase up because if meet the criteria then will be accepted.

New Pfizer vaccine will be coming out on Friday – need to use the old ones first.

- **Pharmacy Workforce Faculty – Attachment 7A and 7B**

Encourage thorough process, provide as much information as can.

200 pharmacists short across pharmacy system in Nottinghamshire.

Claire Patel and Fatima – asking to support the work they are doing on identifying IPs that are willing to be DPPs. Most are wanting to do but need to be paid because otherwise can't afford to do.

b) NHS England

- **PQS 2023/24**

Nothing required.

c) Public Health

- **Integrated Health and Wellbeing tender for Nottingham City (RS)**

RS met with Maximus regarding working with CP

- **Nottingham City re the EHC fees**

Still haven't heard back from them regarding the review of the fees for EHC. NH/AE will contact and ask for an update.

Action: NH/AE will contact City and County PH re EHC fees and ask for an update on the review of the fees

d) Community Pharmacy England

- Chair's meeting – 27th September 2023
RS attending
- Treasurer finance briefing – 26th September 2023
GH, AE, RB, JS attending
- Conference – 12th October 2023 (MJ, DF, RS, RM)
- New member days - more to be added
- CPE newsletters received (link to CPE website) - [Newsletter archive - Community Pharmacy England \(cpe.org.uk\)](https://www.cpe.org.uk/newsletter-archive)
- MP briefing

Wrote to the MPs – Robert Jenrick only one that replied but he couldn't attend due to position in government.

8. [Open meeting](#)

- [Dr Stephen Shortt, Deputy Medical Director for ICB and Mindy Bassi, ICB](#)

Dr Shortt is one of 5 medical directors in Nottinghamshire ICB
 4 pillars of primary care and community pharmacy is one.
 Want the ICB to have a proper relationship with the LPC and community pharmacies.
 Primary care strategy – ensure other primary care providers are included from the beginning.
 Dr Dave Briggs, Dr Manik Aurora and Dr Stephen Shortt have completed visits to community pharmacies which they have found really useful. Saw highly qualified people providing high quality services to patients. Struck by the problems facing pharmacy are the same as GP's.
 Committee discussed problems with funding and the services which are not properly funded and would like to bring services together to ensure that covering population and get engagement from more pharmacies.
 Dr Shortt has said that he wants to be able to correct the referrals for GPCPCS so that practices are sending these through properly to enable pharmacies to be paid for the work they complete.
 Wish to provide a comfortable working day – for both GP and pharmacy teams.
 PCNs have been tasked to work as integrated neighbourhood teams – no blueprint or plans been supplied.
 Going to pull out some of the learning / recommendations from the pharmacy visits and put into some action / work plans that will get into the ICS meetings.
 Look at to how facilitate / enable engagement with the PCNs.
 Making sure that community pharmacy is integral to the primary care strategy.
 Rebecca Dickenson is key to the relationship and the work that has been started.
 Plans going forward to look at ringfencing resource for community pharmacy to be involved within the ICS.
 Suggested that produce a video recording with Dr Stephen Shortt and Mindy Bassi explaining what the ICS ambition is for community pharmacy. NH will get in touch and organise the recording.
 Patient outcome is the main focus for Dr Shortt and the ICB.
 One Voice forum – primary care providers in Notts – Community Pharmacy invited.
 Voices problems and joint problems and look at solutions. Dr Shortt will send through details of the forum to NH and Community Pharmacy Nottinghamshire.
 Need to ask PCN leads if they have been invited / attending the PCN meetings or been involved in local discussions.
 Mindy Bassi – vision paper – Nottinghamshire are already doing some of the work.
 NH, MJ to discuss around GP-CPCS in Rushcliffe especially in Village Health Group including East Leake where Dr Shortt is based.

Action: NH will get in touch with Dr Stephen Shortt and Mindy Bassi to organise recording a video explaining what the ICS ambition is for community pharmacy

Action: Dr Shortt will send through details of the forum to NH and Community Pharmacy Nottinghamshire.

Action: Contact PCN leads and see if they are still active within the PCN network and if they have been involved in meetings.

9. [Open meeting](#)

[Sam Uveges](#), Specialist Pharmacy Technician for Hepatitis, [NUH Trust](#)
[Amber Copeland](#), NUH Trust

- **BBV screening - Hepatitis C**

NHS England set up a Hepatitis C service but it had low number of pharmacies sign up due to the pandemic and funding model.
 NUH trust have set up a service where they go into community pharmacies and use the consultation rooms to test patients, usually linked to the needle exchange service.
 Currently have tested 250 patients and 51 were positive for Hepatitis C.
 25% were found to have antibodies so means that they had self-cleared the virus, others have live virus.

Service process:

- 2 clinicians attend the pharmacy for the session – 1 to do testing and 1 to do paperwork.

Do not stop the usual work of the pharmacy and if the consultation room is needed then they will move out and wait.

- Contacting the patient with results – 2 weeks for result to come back – work with the pharmacy team.

CP Notts agreed that would send out some posts / info to contractors via social media.

Asked Sam to provide information to be added to the newsletter and website.

LinkedIn – asked Sam to record a video clip explaining the service and what is required from the pharmacy and send this through to AE to be added to the LinkedIn account and website.

Sam Uveges reported that he is meeting with the Hepatitis team to discuss hot spots where they need to target and then will send through the information to be focussed in that area.

Amber Copeland – NUH Trust

Online self-testing portal.

Amber will send through leaflet / poster to be added to the next newsletter and website.

Working on Preventix.

Cheryl Gresham, Associate Chief Pharmacist, Nottingham and Nottinghamshire ICB

- **Bowel cleansing preparation supply service**

Patients are sent the bowel preparation through the post and sometimes this does not arrive on time or patients have concerns and do not take it so then are unable to have the scoping done or it doesn't work and have to book again. This wastes a lot of clinic time and resource, so looking at doing differently.

P medicine – pharmacies don't need a prescription to dispense.

Wanting to use PharmOutcomes to send a referral, pharmacy talk to the patient and explain how the medication works and effects will experience, pharmacy then use feedback link to let know if patient has picked up the medication.

Been approved for a pilot by NUH.

Pilot in a couple of areas – ICB will be facilitators – leading to a commissioned service from the hospital.

Will be routine patients (not cancer) – 40 patients per week in total – will have a drop-down menu for pharmacies that are available. Needs to be able to be collected asap.

Consultation fee - £14.00 plus costs of medicine but can also add on the hypertension service when do blood pressure before providing the medication.

Fee – consideration to how much time it takes and how frequently will be providing the service.

Wishing to start in November 2023.

2 postcode areas for the pilot.

Rebecca Dickenson, Community Pharmacy Clinical Lead, Nottingham and Nottinghamshire ICB

- **IP Pathfinder**

Received 8 expressions of interest in Nottinghamshire – all were very good.

Core scoring – very tight scores so will move on to health inequalities, etc – moderating on Friday for the East Midlands.

Only need 4 sites to take part in the pilot.

Needed a clinical supervisor and a GP has volunteered for this.

300 expressions of interest received across the region.

- **CPCS – UEC**

Newark – others were unsure.

Need to have more pharmacies on board doing the services so that can confidently say that the pharmacies will be able to provide the service.

How do we get the Newark pharmacies together to talk about CPCS and UEC – look at hiring a room in a surgery and inviting all to attend or set up a Teams meeting.

Feel it may be that need to use the common conditions service which comes active around Nov /Dec 2023.



BC – will send contact details for Well Area Manager, Rebecca will contact Rebecca Butterworth re Boots Pharmacies.

- Shortages guidance

Producing a document to go to pharmacy and practices re shortages guidance.

Well @ Newgate – use a standard slip with patient name, medication and alternative medication - need to have a good relationship with the surgery.

Meds Optimisation teams are working with GP practices.

10. Strategy Development

Waiting to receive docs back from Liam Stapleton with typed up notes and priorities – November 2023 agenda item.

Action: Strategy Development agenda item on November 2023 meeting – review notes and priorities

11. Next Community Pharmacy Nottinghamshire meeting

15th November 2023	9.30am – 5pm	LPC office
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Closed 4pm

Minutes agreed as true and accurate record of the LPC meeting held on Wednesday 20th September 2023

Signed: _____

Date _____

15/11/2023

Rob Severn, Chair, Nottinghamshire LPC