**North Staffs and Stoke Pharmacy Committee**

Minutes of the meeting held on 29th January 2018 at meeting Thea Pharmaceuticals, IC5 Keele University Keele Staffs

**Present:**

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| Committee member | Present | Apologies  |
| Nita Allen (NA) - Chair | ✓ |  |
| Clare Stott (CT) - Vice Chair | ✓ |  |
| Sue Adams (SA) | ✓ |  |
| Elliot Patrick (EP) | ✓ |  |
| Raj Morjaria (RM) | ✓ |  |
| Hema Morjaria (HM) | ✓ |  |
| Harpal Bhandal (HB) |  | A |
| Becky Norton (BN) | ✓ |  |
| Ellie Lawton (EL) | ✓ |  |
| Vicky Greenwood (VG) | ✓ |  |
| Peter Walker (PW) | ✓ |  |

**In Attendance:**Mrs T Cork (TC), Mr Andrew Pickard (AP) (part), Amanda Lovatt (AL) (part)

**In Chair:** Nita Allen (NA)

**Chief Officer:** Tania Cork

**Standing Items**

*0119-1* **Chair:** NA welcomed all members to the meeting

*0119-2* **Apologies:** Harpal Bhandal (HB)

*0119-3-* **Governance/Declarations of Conflicts of Interest (DOI):** TC reminded members that these should be updated by themselves and checked at each meeting. VG completed her DOI. For the benefit of new members, TC drew the committee’s attention to understanding what should be in the DOI folder such as acquiring new businesses or receiving remuneration from pharmaceutical companies

*0119-4-* **Power to act:** Come to light during meeting agenda.

*0119-5-* **Minutes from previous meeting:** all correct and signed off

*0119-6-* **Matters Arising:** No matters arising

*0119-7-* **Finance:** TC gave figures of bank balances. there was an explanation about the allocated funds, for the benefit of new members.

 **Business Agenda**

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| *0119-8* | **Action sheet update**TC confirmed that Simon Dukes will be attending the LPC in July. I was suggested that questions be devised before the meeting, at May. |
| *0119-9* | **NHSE Report**AP updated the committee on the structure/footprint changes of the NHSE. There is a re-aligning with NHSI (Improvement); NHSI are for health improvement. Seven joint NHS England and NHS Improvement regional teams led by directors tasked with developing more integrated local leadership. The directors will be responsible for the performance of all NHS organisations in their region in relation to quality, finance and operational performance. Their role will be to achieve more integrated and sustainable models of care through the development of local sustainability and transformation partnerships (STPs) and integrated care partnerships (ICSs).Locality breakdown has yet to be detailed. CCG in both North and South are working closely together and may eventually become one organisation. Public health – the campaign - Help us to help you focuses on self-care. Committee members stated they had received their campaign pack. However, if contractors have not received anything, they should contact AP. As no national IT platform to record the data and thus, contractors should continue to use PharmOutcomes. The last campaign, AP stated that 41 breach notices were issued across Staffs and Shropshire. These were sent to contractors who did not send data for the last 3 campaigns. This letter provided contractors to send in any data the had collected. A letter was sent by AP that highlighted the next number of campaigns such as AMR, Oral health, Stopoctober.NHSmail – all contractors should have received a letter outlining the need to start and update their shared NHSmail. This was sent due to the concern that pharmacies are not sharing information, vis NHSmail, with the whole pharmacy team. This is a must as NHSE send out important information etc for the pharmacy team. TC asked about North Staffs & Stoke for us to support them. AP said that this area had minimal problems. TC to pass information to Simon Hay to chase up, although NHSE can not inform the LPC exactly which contractor has breached any contract requirements however, SH and TC does have access to data that shows which contractors may have issues and support is needed. Bank Holiday notifications – an issue that has come to light is the update of DOS. Also head offices may put information forward that is different from the actual pharmacy. Also, some contractors’ called on 23rd December to NHSE to say they would not be opening – too last minute! NHSE will now use different paper work to ensure this does not happen again, as the form will need to be signed by contractor and head office of CCA groups. Brexit – AP informed that letters are coming from Matt Hancock/Keith Ridge, informing contractors not to stockpile. Committee members did mention that many pharmacies can not afford to stockpile due to the funding/income issues with pharmacies and many do not have the space to stock excess medicines. MAS – the SLA expires 31/3/2019 however, this has been extended 1/9/2019. This is due to the OTC policy that has not been enforced yet with GP colleagues. There is now a view that the policy needs to undergo engagement exercise with healthcare professionals and patients before the MAS is completed decommissioned. There was a concern by the committee members that patients may use GPs as a default to obtain OTC products particularly in Stoke when the MAS service has been running for a long time. AP said that the OTC policy needs to be consistent and the CCGs will be leading on the engagement exercise. AP shared a draft proposal on a service to replace the MAS to allow patient to access a small service to support them in self-care.Flu Vaccine – there has been a increase in the vaccination of patients by pharmacists compared to last year. There was a discussion around the return of supplies and how this should take placeENT service - AP informed that this service is going very well and there is a need to increase the amount of pharmacists that are able to deliver this service. TC and Dr Gill Hall are looking at how to use the funding in order to increase pharmacists taking part. Emergency Supply – There was some concern from NHSE at the amount of emergency supplies that pharmacists are having to give patients. NHSE are looking to why some areas give more than others and what is happening in those patients in relation to GP issuing prescriptions, Collection of prescriptions by patients.   |
| *1119-10* | **Report from Amanda Lovatt, CCG**AL discussed the keppra switches which will be completed by the end of March 2019. Infant feeding has now been handed over to AL. This serviced was discussed in relation to the service, as it exists, is inequitable, task and finish group with LPC representation, how the scheme look, different strains of the work (new patients, babies over 13 to be weaned off) and brands to use. The CCG are completing an audit now to find out the figures involved. There was also a discussion around PharmOutcomes and it use for this service.Due to governance arrangements etc than needs to be sorted at CCG end the scheme should start in the summer of 2019AL also gave an update of the CCG Meds Op team and that projects will be across Pan Staffordshire.  |
| *1119-11* |  **MUR/Skype**Filming will take place this week. Hopefully the scheme will begin very soon**MARR Chart service**TC discussed the process of this service and that the paperwork is on the LPC website. There was a discussion around the use of a standard MAR Chart for the pharmacy to print off and use.**E-TCP**This is on hold at the moment due to hospital IT department work flow.  |
| *1119-12* | **Repeat Dispensing**There was a discussion around the workflow of CSU in relation to this project. They intend to pick a few GP practices as beacon practices in order to help other practice come on board. CSU need the CCG to help with this project. |
| *1119-13* | **Report from Simon Hay**Walking their shoes has now started planning for this next year, with further pharmacies wishing to come on board. One area of focus of work has been HLP and VirtualOutcomes. There needs to be more pharmacies taking part in using these training modules although, we have had a good response in some pharmacies.SH has been involved heavily with contractors in relation to quality payments, to ensure they work toward receiving maximum income from this scheme.   |
| *1119-14* | **Social media update**RN reported that both Facebook and twitter was going well with a steady increase in the number of hits. RN is also looking after South Staffs now to ensure consistency across the patch.  |
| *1119-15* | **S&OC**Due the addition of CPWM on the same date as the S&OC it was decided that TC would now attend this meeting, with RM being a reserve should this be needed. The committee thanked RM for his attendance and reporting from previous meetings. TC updated the committee regarding CHS (provider company). Areas discussed were; repayment of loan, communications with LPC, smoking service. |
| *1119-16* | **PSNC events**EL, EP and VG will be attending the new members day. NA and TC will be attending the Chair and Officers day on 20th March |
|  | **Closed meeting** |
| *1119-17* | **Regulation**The following pharmacies were discussed;1. Change of Ownership in relation to a New Owner – Adam Locums Ltd t/a Longton Pharmacy [Symbol] Previous Owner – Imaan Ltd t/a Longton Pharmacy [Symbol] Address – 22 The Strand, Longton, Stoke on Trent, Staffordshire, ST3 2JH
2. Change of ownership for Loggerheads Pharmacy at 9 Eccleshall Road, Loggerheads, Market Drayton, TF9 4NX by Tean Pharmacy Ltd
 |
| *1119-18* | **AOB**NONE |
|  | **Next Meeting**March 26th |

**This meeting was finished ahead of time due to weather conditions and thus the agenda was not completed.**

These minutes are signed as being a true record of the meeting, subject to any necessary amendments being made, which will, if any, is recorded in the following meeting’s minutes.

Signed: ………………………………………………Position:......CHAIR............. Date:............................

Signed: .................................................................Position:......CEO.................Date:............................