**North Staffs and Stoke Pharmacy Committee**

Minutes of the meeting held on 26th March 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) |  | A |
| Hema Morjaria (HM) | ✓ |  |
| Harpal Bhandal (HB) | ✓ |  |
| Becky Norton (BN) | ✓ |  |
| Ellie Lawton (EL) | ✓ |  |
| Vicky Greenwood (VG) | ✓ |  |
| Peter Walker (PW) | ✓ |  |

**In Attendance:**Mrs T Cork (TC)

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

**Chief Officer:** Tania Cork

**Standing Items**

*0319-1* **Chair:** NA welcomed all members to the meeting

*0319-2* **Apologies:** Raj Morjaria (RM)

*0319-3-* **Governance/Declarations of Conflicts of Interest (DOI):** TC reminded members that these should be updated by themselves and checked at each meeting and to check the agenda for any conflicts

*0319-4-* **Power to act:** Come to light during meeting agenda.

*0319-5-* **Minutes from previous meeting:** all correct and signed off

*0319-6-* **Matters Arising:** No matters arising

*0319-7-* **Finance:** TC gave figures of bank balances and informed the committee that the PSNC levy would be paid on 1st April. The committee discussed the potential levy increase that may start next financial year from the PSNC. There was a discussion around what the money would be used for and that our contractors levy may have to increased to ensure the LPC can function. The was a discussion on what our contractor pay at the moment and what we could do to protect a levy increase. The PSNC need to inform the LPCs of their plans asap because of our financial planning.

There was also a discussion about the interest received from bank accounts and what happens to this. TC reminded the committee that a vote took place recently with regards to the interest payments

TC discussed with the committee competition law and that we should have someone on the committee that understands this and be able to scrutinise the minutes and agenda to ensure we are not fined if we breach these. EL kindly agreed to take on this role.

**Business Agenda**

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| *0319-8* | **Action sheet update**  TC confirmed that Simon Dukes will be attending the LPC in July and so the questions will be sorted at next meeting. NA reminded the committee that if the was contract negotiations taking place then Simon may need to rearrange this meeting. All other actions are completed |
| *0319-9* | **Regional Report**  TC explained what was discussed at this meeting. Items included GP contract, DMIRS, serious shortage protocol, LPC dashboard for contractors. Brexit. TC mentioned the frustration about price concessions and that it was not discussed even though it was on the agenda. |
| *0319-10* | **Provider Company report**  At the last meeting TC reported that the company must be independent of the LPC. There was a discussion around the loan repayment and it was possible that this would not be repaid to LPCs. In addition, the possibility of obtaining contracts for the future. One committee member mentioned that she had not received any information about an invoice for this financial year and therefore they have not received her money. Committee wondered how many more this had happen to? There was also discussion about the provider company being a CIC as this is what commissioner seem to want.  The provider company commission the service for smoking cessation. This needs to be advertise more widely to our contractors. VG mentioned that she would like to offer this service and wondered why, after initial talks, no-one had chased this up. TC to follow up |
| *0319-11* | **PSNC report**  This is a new process for PSNC. All PSNC meetings will be reduced however, for a longer period (all day) and the report will be shared with LPC and contractors. The key piece of work for all LPCs at the moment is around PCNs. There was also talk about pre-reg pharmacists working as a split role with GP practices. There were also thoughts around IT and what the PSNC will be working towards to benefit the contractors. The committee was given the PSNC 2019/20 plan. |
| *0319-12* | **PSNC conference**  NA gave a report from the conference and noted that there was a lot of content and ambitions from the PSNC, which was excellent to hear. Areas discussed was the video from the pharmacy minister, talk from NHS contracts (Ed Waller) who talked about integrated care service between all healthcare professionals to enable a 1st class care for LTC. There was also talk about the PCNs and how pharmacy could work together with these PCN and ICS. NA explained to the committee what PCNs and ICS were. TC discussed the local pans for Stoke and North Staffs.  NA also reported to the committee about urgent care and what the NHS thinking and that community pharmacy needs to work better with NHS111. This is will ensure out of hospital care. PW mentioned that many pharmacies may not be paid correctly for ES service as when entered on PharmOutcomes this is not the payment, the contractor needs to print off the token and sent to NHSBSA. PW to send flowchart to TC  In order to help without of hospital care there will be more pharmacists working in GP practice and within the PCNs. TC to organise a GP pharmacist to attend LPC  There will also be another phase of HLP, this is yet to be worked up into a plan, the NHS will let us know asap.  With regards to quality payments the NHS mentioned that there had been a ‘gentle’ start and this QPS will now be extended although will still be around health & wellbeing, patient safety and digital integration.  The committee discussed the thought around employing an IT expert to visit pharmacies to help with digitalisation depending on what the NHS want in the future.  The PSNC also gave an overview of price concessions and that the claw back will stop 31/3/2019 which amounts to £10m |
| *0319-13* | **JMOG**  Dressing service from ONPOS has now gone live where district nurse will order their stock directly and by-pass the pharmacy.  Infant feeding has not been implemented yet, TC is attending a meeting within the next 2 weeks  Waste campaign was discussed at the JMOG. TC to contact Amin about the results from the patient champions.  CS mentioned about a better structured report for the LPC. Also, CS will remind the CCG that Tc requires the agenda and minutes for the JMOG. |
| *0319-14* | **Brexit**  TC informed the committee that they should keep updated with new information from the PSNC. The main information is that contractors should not stock pile. |
| *0319-15* | **EPS-CDs**  The committee discussed the submission criteria of CDs to NHSBSA. It was recommended that all CD scripts should be sent, with the patient signature, to the NHSBSA. |
| *0319-16* | **Service Update**  TC informed the committee about the future of minor aliments service. It may change to the Common Infection Service (CIS) such as ENT.  ENT will be funding further to include infected insect bites and eczema. This will also pay for more pharmacies (about 50) to deliver the service. There will be an EOI launched soon for those pharmacies interested in taking part.  Discharge MARR Charts – little output yet from this service and so another 2 wards will now offer this service and so pharmacies will start to see more requests for the MARR. The hospital will let TC know when a patient is discharge to a pharmacy, so she can chase up the pharmacy to ensure they use the service.  TCAM – transfer of care around medicines. The academic health science network has now employed a fulltime person to move this project on for the west midlands. |
| *0319-17* | **Simon Hay report**  Committee had the written report from SH. There was a discussion around VirtualOutcomes and encouraging some CCA pharmacies to use.  WIMS – the committee would like at least 20% of pharmacies going through this service in this financial year. NA suggested having learning from each site that already, TC to speak to SH. |
| *0319-18* | **Future training session**  TC informed date of next pharmacy training sessions |
| *0319-19* | **Social Media update**  RN has developed a video that informs the contractors what the LPC does. This will go in the newsletter.  Social Media clicks are going well and increasing slowly. |
| *0319-20* | **Health literacy friendly organisations**  TC informed the members that Stoke City Council are running a scheme to ensure all healthcare organisation are health literacy friendly. Anyone who is interested in taking part should let TC know. This is will be evaluated by TC and colleagues at Keele University |
| *0319-21* | **LPC Newsletter**  TC informed that we have 80% hits for subscribers looking at the newsletter. This is an excellent figure and thus we will continue to send out at the end of each month. TC asked all committee members to send any information they wanted put in the newsletter. |
|  | **Closed meeting** |
| *0319-22* | **Regulation**  The following pharmacies were discussed;   1. Change of Ownership commenced on – 1 st March 2019. FROM Mueid Kaleem (sole trader) Norfolk Street Pharmacy, 1-5 Norfolk Street, Shelton, Stoke-on-Trent, ST1 4PB. TO Norfolk Street Pharmacy Ltd, Norfolk Street Pharmacy,1-5 Norfolk Street, Stoke-on-Trent, ST1 4PB 2. Change of Ownership will commence on – 20th February 2019. Previous Owner – Kitsons Chemist Limited t/a Kitsons Pharmacy New Owner – Secret Potions Limited t/a Kitsons Pharmacy Address – 8 Orchard Place, Barlaston, ST12 9DL 3. Change of ownership application for Lloyds Pharmacy Ltd at 35 Trentham Road, Longton, Stoke-On-Trent, Staffordshire, ST3 4DF by Sharief Healthcare Ltd 4. No significant change relocation from 97 High Lane, Burslem, Stoke-on-Trent, ST6 7DF to Unit 1 Moorland Service Station, Moorland Road, Burslem, Stoke-on-Trent, ST6 1JP by Bestway National Chemists Ltd |
| *0319-23* | **AOB**  TC mentioned that she had received some complaints from surgeries in relation to pharmacies not measuring patient for stocking, and referring these patients back to the nurse. NHSE will be sending a notification to pharmacies that informs them that it is their contractual obligation to measure the patients. TC to also put this information in the newsletter |
|  | **Next Meeting**  **May 21st 2019** |

**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:............................