**North Staffs and Stoke Pharmacy Committee**

Minutes of the meeting held on 25th Sept 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) | ✓ |  |
| Liane Hannah (LH) |  | A |
| Peter Walker | ✓ |  |

**In Attendance:** Mrs T Cork (TC), Amanda Lovatt (AL) (part)

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

**Chief Officer:** Tania Cork

**Standing Items**

*0918-1* **Chair:** NA welcomed all members to the meeting

*0918-2* **Apologies:** Liane Hannah (LH), Harpal Bhandal (HB)

*0918-3-* **Governance/Declarations of Conflicts of Interest (DOI):** TC reminded members that these should be updated by themselves and checked at each meeting. TC drew the committees attention to her declaration of interests, as a slightly changed due to some work carried out with Thea pharmaceuticals.

*0918-4-* **Power to act:** Come to light during meeting agenda.

*0918-5-* **Minutes from previous meeting:** all correct and signed off

*0918-6-* **Matters Arising:** No matters arising

*0918-7-* **Finance:** TC gave figures of bank balances. A new expense policy was presented to the committee members of which they agreed for this to be used with immediate effect. The main changes being that expenses must be claimed within three months and within the present financial year. TC reminded the members that all payments must be paid to their employer rather than to them personally. TC also reminded the committee that Care Navigation work that SH carries out is being funded by the CCG ie. wages are being funded for the next 3 months (until November).

 **Business Agenda**

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| *0918-8* | **Action sheet update**The committee agreed to hold a training event for contractors in relation to services, public health and e-RD.TC confirmed that Thea pharmaceuticals had agreed to kindly post the LPC 4 November. TC with arrange for 2019 meetings. |
| *0918-9* | **PSNC report**The PSNC rep (JH) gave his report to the committee. He reported on the new CEO Simon Dukes at the PSNC, and the fact he had visited some community pharmacies and LPCs. Simon Dukes stressed how important it was for community pharmacies to demonstrate their value, as he seemed to think the professional as a whole were slow to promote their excellent services provided. However, he recognised that community pharmacies were hard working and provided a positive impact for patients and yet, we are underfunded to deliver these services. JH also reported that the PNSC need to work collaboratively with other influencers, such as CCA , NPA, RPS and academics. Simon Dukes is now keen to rebuild relationships with the government in order to move forward with plans for the future of pharmacy. JH also reported to the committee that there needs to be a willingness to change, from community pharmacy, in relation to technology. Technology is the future of the NHS and community pharmacy must embrace this future in order to survive. With this in mind, community pharmacy must also focus on the prevention agenda, such as decreasing the pressure of general practitioners, out-of-hours and hospital A&E. Community pharmacy must act as a Healthcare safety net for the public.  |
| *0918-10* | **Regional meeting**Nita Allen (AL) gave an up-date in relation to the LPC regional meeting. Topics that were discussed included funding branded generics, profitability and pharmacy workflow in relation to FMD. The BSA attended the regional meeting and gave a presentation on endorsing prescriptions, patient exemptions and EPS downloads. They are also discussed the ‘check before you tick’ campaign.  |
| *0918-11* | **Report from Simon Hay**TC gave a report on behalf of Simon Hay. SH has been helping to ensure GP practices are set up for electronic notifications. He has liaised with PharmOutcomes and has followed up where surgery had still not responded. His main focus of work has been HLP and VirtualOutcomes; * Analysed campaign responses through PharmOutcomes
* Liaised with Andy Pickard about the Q2 campaign, and action following non-responses
* Liaised with Area and Cluster managers to make them aware of their pharmacies non-compliance
* finalising the Q3 campaign with Andy
* Launched Virtual Outcomes to pharmacies and now ringing individual pharmacies to encourage activation. We are the second highest user of this training platform.
* Need to be aware that some pharmacies HLP accreditation will expire in the next 6 months.

Another areas of work is in relation to Care Navigation. TC reminded the committee that SH wages for this work stream are paid for by the CCG. Alongside the care navigation, is the project of ‘Walk In Their Shoes’ this is in progress with two pharmacies (Audley and Trent Vale). Meetings have been held with both surgeries.   |
| *0918-12* | **Services update** TC explained there was some holder with the service, mainly around the consent forms. The IT department are looking after way forward to overcome this issue. There are a lot of the service will hopefully happen by the end of November. TC reported that they had been successful in a bid to obtain more money (£218k) to continue the ENT service. TC and GH on now working on the project to increase the number of pharmacists to deliver ENT. The next stage will be them to look at respiratory and skin conditions in which we could treat in the service in order to reduce capacity on general practitioners. An expression of interest will be launched to all Community pharmacies very soon. The LPC will then start the selection process following the normal robust procedures in order to ensure the best pharmacies or selected to deliver the service. NHSE have also requested that geographical location by also taken into consideration when selecting pharmacies to deliver the service. |
| *0918-13* | **Provider company**RM reminded the committee that Len Dalton and Michelle Dyoss have been appointed as CHSL LPC directors. They were the most nominated candidates by the LPCs across the region and they will now be the link between the SOC and CHSL and we will have the opportunity to build a positive relationship. TC reported that Simon Hay was also successful in becoming a director for CHSL.  |
| *0918-14* | **Substance misuse**TC discussed with the committee members about Staffordshire reduction in pharmacy funding for substance misuse services from April 2019. There was again a conversation around fees, drug costs etc. TC reported that the county council wanted to reduce the funding by £40k. The committee voted to reduce the consumption fees Methadone £1.25Buprenorphine £1.75 |
| *0918-15* | **ACT course**TC reminded the committee that the next cohort for ACT training at Stoke college was 24th Sept 2018 and fear the dates will be announced for January cohort. This training was free for Staffordshire learners. Shropshire have also been given some funding to train pharmacy technicians into ACTs.  |
| *0918-16* | **Script switches from CCG**Amanda Lovatt from the CCG discussed with the committee members generic switching that will take place in most GP practices. AL reported they will be a move towards GP's prescribing CD's by brand. The CCG are going to back up the message to patients by putting posters in surgeries and pharmacy. They also plan to send a letter out to individual patients affected if agreed with the individual practice. The medicines optimisation team will be making the switches in batches of 10 surgeries staring in 2 weeks time (we don't know which ones yet). They will also take old drugs off the repeat at the same time to avoid duplication.AL has agreed to provide an email address that pharmacy can use to report any issues with supply or anything else, this will then be actioned immediately. She will also send out a pack with all of the clinical information behind the switches and a template patient information letter for pharmacists to use. She also wants to visit the LPC once every 3 months to report on current medicines optimisation issues. She hopes to attend the January meeting. TC to send meeting dates and invite. |
| *0918-17* | **Patient facing website**TC informed committee members that Gill Hall and she had spent considerable time up-dating the patient facing website, and it was now fully functional. All members were encouraged to use and spread the word to patients about the website.  |
| *0918-18* | **Developing long-term plans for the NHS consultation**NA led on this consultation and obtained ‘good news stories’ from all committee members. Questions from the consultation were discussion and agreed by members. NA agreed to reply to the consultation  |
|  | **Closed meeting** |
| *0918-19* | **Regulation**The following pharmacies were discussed;1. No Significant Change Relocation commenced 25th August 2018. From: Mueid Kaleem Shelton Pharmacy at Winton House, Stoke Road, Stoke, ST4 2RW To: Mueid Kaleem Limited Norfolk Street Pharmacy at 1-5 Norfolk Place, Stoke Road, Stoke, ST1 4PB
2. No Significant Change Relocation commenced 25th August 2018. From: Norfolk Street Pharmacy Limited Norfolk Street Pharmacy, 1-5 Norfolk Place, Stoke Road, Stoke, ST1 4PB To: Norfolk Street Pharmacy Limited T/A Shelton Pharmacy, 13 Howard Place, Shelton, Stoke, ST1 4NN
3. new distance selling pharmacy commence on 6 th September 2018. Ramin Healthcare Limited t/a iClick Pharmacy Unit 89 Shelton Enterprise Centre, Bedford Street, Stoke on Trent ST1 4PZ.
4. Pharmacy Relocation in regards to a Community Pharmcy commence on 30th July 2018 Safedale Ltd t/a Biddulph Pharmacy Well Street, Biddulph, Staffordshire, ST8 6EZ To – 1-3 Tunstall Road, Biddulph, Stoke on Trent, ST8 6HJ
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|  | **Next Meeting**27th November 2018 |

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:............................