

BIRMINGHAM & SOLIHULL LOCAL PHARMACEUTICAL COMMITTEE

Minutes of the meeting of Birmingham Local Pharmaceutical Committee held on 20th May 2019 at Becketts Farm Shop, Wythall (A4523) B47 6AJ

PRESENT:

Miss. H. Elliot (in the Chair)

Mr. J Blankley
Mr. Z. Chishti
Mr. A. Esmail
Mr. M. Ismail
Mr. S Panesar
Mr.S. Melwani
Mr.S. Dhami
Mrs.M. Dhanjal
Mr.S. Khan
Mrs.S. Neaves
Mr. M. Paul
Mr. M. Eshak
Mr. T. Wedgebury
Mr. D. Zeitone
Mr. D. Gallier – Harris
Miss. K. Begum
Mrs. V. Morley

IN ATTENDANCE:

Mrs. C. Mc Nidder – Treasurer
Miss. Freeborn – Note taker

Apologies were received from

L.Dalton, A. Pancholi, T. Wedgebury

Declarations of Interest

Chairman asked members if there were any declarations of Interest in any item under either open/closed agenda.

Minutes of Meeting for April 2019

Minutes from 15th April 2019 were circulated and proposed by SD seconded by DZ and agreed as a true and accurate record and approved for website publishing

Announcements

Service Development Officers – afternoon

Matters arising from the Open part of the meeting, other than those included on the agenda

None

Review of Action Points

Actions – Birmingham and Solihull LPC 15/4/19

Action	Who	When	Complete Y/N
Continue to progress recruitment of Corporate Governance Officer <ul style="list-style-type: none"> - Review / update previous advert - Advertise / begin recruitment process - Reassess situation in 7/19 	TW TW LPC	w/e 3/5/19 w/c 6/5/19 July meeting	Carry forward Carry forward
Promote BSOL LPC and CPWM websites routinely on Mailchimp emails (links)	MP/SP	Ongoing from 2/19	ongoing
Include in Mailchimp emails generic reference to LPC help being available to contractors when they need it on a wide range of issues - “just ask”	MP/SP	Ongoing From 3/19	Ongoing MP
Keep encouraging contractors to keep reporting out -of - stocks / NCSO examples to PSNC - case-by case even if more than one per month and not to leave it to others	MP/SP	Ongoing from 3/19	Close
Obtain CHS Ltd financial information via SOC for consideration by LPC	MI/JB (via LD)	May meeting	Agenda Circulated JB
Public Health Campaigns <ul style="list-style-type: none"> - Liaise with LDC about Oral Health Campaign <ul style="list-style-type: none"> • Campaign - Explore linking Smoking Cessation Services to Oral Health Campaign messages - Explore linking Stoptober campaign to Cancer Research UK activity 	JB JB/SDOs JB/SDOs	By May meeting By May meeting By May Meeting	Y
Consider use of Levy monies to advertise Smoking Cessation Services	JB/SDOs	May meeting	
NMS data confusion (“ declined “/ “ N/A “) which can skew figures - point highlighted by ME <ul style="list-style-type: none"> - Highlight to contractors in Mailchimp - KB to draw to attention of contractors as appropriate 	MP/SP KB	May Ongoing from 4/19	ME Ongoing To be created

Promote appointment and roles of SDOs to contractors and others	JB /SDOs /All	Ongoing from 3/19	Y
Promote appointment and roles of SDOs to key CCA contacts –SM to collate and provide names /contact details	SM/SDOs/CCA reps	SM by 26/4/19 then ongoing for All	SM Has done some stuff Y
Services for Drug Misusers - Share recent examples of CD issues from CGL with contractors - Clarify dispensing /claiming confusion – point raised by ME. ME to share “test” findings with TW	JB/SP ME	w/e 3/5/19	ME To be done Update July
Contract applications – prepare and submit response	TW	w/e 26/4/19	Y
Sub-committee reps to list next steps from each 15/4/19 meeting. Circulate and copy to LF.	SP/JB/LD/TW	w/e 26/4/19	Y
Corporate Governance - - Consider self –employment/employment questions further. Post-by-post /role-by role spreadsheet to be prepared - Mrs. C. McNidder to attend PSNC/LPC Treasurers’ day - LPC Self-Assessment exercise • -finalise Strategy / Business Plan documents -put on LPC website -share with commissioners, etc - Annual Report of Corporate Governance Officer - SN draft to be circulated with 5/19 agenda	SN CM JB MP/SP JB LF	By May meeting May By May meeting With 5/19 agenda	N N Received Annual report plan to put on website after SN amendment and approval by all . meeting due this week 23/5/19
Solihull Enhanced Services -Follow up letter received 26/4/19 about future of SMBC services to seek clarification meeting	DGH	w/e 26/4/19	
NHS Mail - DGH to send NHS Digital communication about extra email addresses to MP/SP to circulate to contractors	DGH/MP/SP	w/e 26/4/19	To choose own NHS mail account
HLPs SD to send Coventry LPC document about accreditation to JB Explore possible Survey Monkey option for declarations by contractors	SD MP/SP	w/e 26/4/19 By May meeting	Y Accreditation Certificate to be obtained
Pharmalarms JB to circulate information to members for consideration	JB	w/e 3/5/19	Defer to June
Data Security Policy Review SM draft -for comment and then approval at next meeting	SN/LD/TW	w/e 3/5/19	SM Defer to June

<p>Social Media Policy Review SM draft – for comment and then approval at next meeting Facebook – SM to circulate item for members to “like” - SM to contact other LPCs for ideas to increase interest / awareness • interest/awareness</p> <p>Performance Review of Officers JB to share with Officers and then on agenda for next meeting</p> <p>Financial Matters JB to meet JC and CM prior to 5/19 meeting</p>	<p>All</p> <p>SM</p> <p>SM</p> <p>JB</p> <p>JB/JC/CM</p>	<p>W/e 3/5/19</p> <p>By May meeting</p> <p>By May meeting</p> <p>By May meeting</p>	<p>Defer to June Y</p> <p>Defer to June Y</p> <p>Mixed Feedback Progress on all roles reviewed</p> <p>Y Handover completion Positive change CMcN To attend Every meeting until established complete knowledge of finance matters then</p> <p>Y</p> <p>Y</p>

Appointments

Chair – HE appointed as Chair proposed by LD & seconded ZC - Unanimous

Vice Chair – AP will continue to act as Vice Chair proposed by SD seconded MI - Unanimous

Chief Officer confirmed

Secretary confirmed

CMcN confirmed as Treasurer

SN will continue as Governance Officer until a replacement has been confirmed.

Candidates to be referred to TW for consideration.

CPWM 19/20 planned budget

Terms of reference approving funding for non-statutory body- extended to Staffordshire & Shropshire.

Common activities: From LPC's own plans

Core Issues with NHS England

Reviewed activity plan for BSol

Financial Matters

The Treasure's position and succession to JC is Carol Mcniddder. There will be dual control with a transitional period to finalise 18/19 accounts and CMcN to be accountable for the 19/20 activity

SP to add CMcN onto the exec email and Dropbox accounts. All handovers from JC to CMcN are in progress and from April 19 all expenses are to be sent over to CMcN.

The set of accounts for end of year still need finalising

New Contract Applications

Subgroup for consideration, the outcomes are of interest. The Dudley Taylor Pharmacy application has been refused, No discussion

Updates received:

Dudley Taylor Pharmacy - CAS

Richmond Medical Centre: CAS -1174521- M3J3P1 - refused- subject to appeal. No discussion or notification has been made.

Handsworth Wood – Relocation granted

Adam Myers – Relocation granted

Through NHSE there has been a report of a pharmacy close permanently without any official notification. TW is investigating this.

Community Pharmacy Funding arrangements

PSNC negotiations have commenced, but no information yet. There are discussions with regards to more than one-year settlement and for the contract to move away from item based remuneration. Simon Dukes has accepted the September appointment with Community Pharmacy West Midlands. Any changes to funding may be announced during the meeting but full negotiations have not been completed.

There is an interim arrangement.

A reminder to contractors that 200 MUR's to be done before the end of September 2019.

All outstanding support for contractors that was planned has now been finalised including QPS.

PSNC MATTERS

JB had a meeting with Luckeic Candola, successor to Mike King who leaves his role at the end of May and they have also introduced Michael Lennox, the Chief Officer from Somerset LPC. JB discussed Luckcics role and how she wants to develop her role, input and any changes within the PSNC. The deadline for the

PCN network information was the 15th May but hasn't been announced although having a National Director would be beneficial. From a PCN point of view there will be a number of GP's in a geographical location who will collaborate for 30-50000 patients and the pharmacies that are sitting in that footprint may have to work differently to how they are working now as a network of pharmacies to support the PCN. Obtaining the information defining the catchment areas should be available. An excel template to be created with all information required but it is still a work in progress.

Brexit update and discussion

PSNC have announced that they are in the process of conversation, but no information received yet. There is likely to be a delay of the extended Brexit scenario and a delay with the procedure as a result of the announcement of Theresa May's role as PM and a general election to appoint a new PM. Therefore, there will not be any progress until further notice.

Healthy Living Pharmacies

NHS ENGLAND Campaign update:

There seems to be a lack of material, samples and information from the National Oral Campaign to use and provide to customers. There is a mixed feeling on the information or lack of that is being provided to pharmacists, some have leaflets but not toothpaste samples and some have samples but not leaflets but use what you have. This is a national issue, there are 6 campaigns that have been agreed nationally, but improvements need to be made for future campaigns. Thoughts into which campaigns to target and are also relevant to be addressed and actions noted.

PHE have issued a survey – the stay well campaign, the first one of 2019.

MP & SP issued invites and helped promote the campaign.

Oral Health has been identified for May 2019. Recording, submitting and keeping all information is suggested in the event of any CPAF assurance visits as evidence.

Contractors will be supplied with sample tubes of toothpaste for the campaign. Contacting the local LDC dental committee and signpost the campaign to dentists to encourage the public to arrange check ups

Joint Representatives' Committee (JRC)

HE mentioned the meeting which took place with Bill Strange from the LMC in attendance, also Gavin Holston and Eddie Crouch from the LBC. Amongst the subjects discussed was the Public Health Campaign and the challenges in the different sectors. MEX, the eye condition service which the CCG have commissioned, the first service commissioned with BSol LPC. Positive feedback from the opticians, information and posters for this service to be distributed in waiting rooms and pharmacies. Bill Strange, as chair of the LMC has written a letter to a variety of key stakeholders within the health economy in Birmingham and Solihull the content was about the 4 Primary Care professions and that he and the committees are working together and moving forward to collaborate more. Contact with Bill to be made in June or July.

JB & HE have agreed to meet with Bill Strange (LMC) three times a year together with representatives from: – Dentists & Optometrists.

Local Authorities Enhanced Services

No update – ZC

JB discussed information from Kevin B with regards to Hep C screening which finished at the end of March from last financial year. PSNC with the NHS are choosing not to pursue community pharmacies involvement with Hep C screening treatment. Pending the outcome of the negotiations, PSNC have halted the services as far as extending screening is concerned or any link to potential treatment. Nothing has been mentioned nationally as yet but hope that by 2027 there will be no Hep C. JB had a meeting in Wolverhampton with the HIV specialist pharmacist from Newcross and how the community pharmacy can help with Hep C treatment. There is a Sias meeting on Thursday 23rd May, an update will be at the next BSol meeting in June.

KB and VM will be working with different services in this area as Service Development Officers. JB has divided their remits, KB will be overseeing advanced services, MUR's NMS, VM will be working with other locally commissioned services including Public Health services.

Sexual Health Services

There is a P.O.G (Pharmacy Ops Group) meeting on Tuesday 16th April, there will be multiple representative contractors attending. Update at the May meeting.

The Umbrella assurance the IG and data linked to the Umbrella website and how it was set up with a potential data breach for the community pharmacists. The concern was clients collecting STI kits and the list of data becoming visible to others and at risk, JB has discussed this with Umbrella and he has received emails of reassurance that it is low risk and as it is their data, they are confident that there is little risk of confidentiality and data breaches.

Somerset have also expressed an interest in creating the Umbrella service and want to share the learning practice, Somerset now have a point of testing kit to promote as a service for Hep B and Hep C.

CGL

JB and ZC had a meeting Birmingham and Solihull Services on 12th April.

Scala House will close on 1st May, there will be 5 community venues to be confirmed; Bourneville, New Town, Fern bank Medical Centre and another temporarily located in a GP surgery in the north. Kevin Ratcliffe will be continuing and overseeing the role he has with CGL but will eventually be moving to the facility in the North when finalised. CGL to share specific info via Pharm outcomes. Comms to share with all contractors for signposting and referrals.

JB went to see the Public Health Consultants and the Commissioning Manager in Solihull. Solihull are changing the way they are commissioning their services and are setting up local authority as far as commissioning is concerned and are interested in what Community Pharmacy can do. Birmingham is commissioning a basic element of the substance misuse and needle exchange services that have been involved with Hep C screening, Hep B vaccinations could be offered. Gateway- public social care service has been set up in Solihull and they want to meet with the BSol LPC with the prime

providers/commissioners to discuss what BSol could offer to Solihull.

Update on blood born virus screening In Birmingham

The latest figures are extremely impressive. Phase 1 figures state that 6 contractors' needle exchange clients provided with the test kit, 375 screens, 66 positives, 18 %. Phase 2 160 have been screened, 42 positives.

Boots branch in the Bullring, Zenith on A34 before Perry Barr and Lloyds Stockland Green - thanks to them all for participating and supporting the service. JB has asked Kevin how he can promote the Community Pharmacy element of the service more broadly and use it as a lever. Kevin has announced that all contractors have been paid as of March 1st. ZC has concerns for the CGL contract that all contractors should be signed up to a contract as some have a verbal contract and concerns are the element of these contractors being paid without signing up to a contract. LPC would expect any future similar hiccups to be resolved in the same way now president has been set.

Smoking Cessation

Smoking Steering Group- Birmingham City Council

KB to discuss with VM Oral Health will link to Smoking and dentists to ask the question to patients if they are smokers and have, they considered giving up. Providing information to patients on pharmacy services to assist.

There is a Smoking Steering Group meeting in May, will update on consideration to using levy finances to advertising Smoking Cessation Services in May.

The notes from the last quarterly steering group have been circulated, there has been no update since other than the council are looking to invest in 12 months of quarterly training for contractors /staff which will be held in the evening, dates to be arranged. E-cigs will be the next contractor evening in April for development. Quit rates over the first 3 quarters through to December, GP's and pharmacy for 12 week quits, the progress is good, and the numbers are increasing. Everyone will be offered e-cigs and contractors will be allowed to supply any CE marked product without having to go for a preferred 3 brands. The good news is that the Birmingham contractors are delivering over 1000 quits and there is a demand from contractors to increase the rate and do more, also to increase the emphasis on mothers-to-be and mental health patients to assist in a higher quit rate.

A supply voucher scheme will be introduced for contractors to opt in with an activity fee where other HCP offer a SSS.

Good news that the e-cig service will be recommissioned from April 2019 for existing providers which was initially a pilot scheme. All new providers will be provided an e-cig solution to the smoking cessation service. From the date of the new contract it will available for everyone, there will be a generic price for the e-cig so will be asking contractors which brand of e-cig they are supplying and what the service requires. Details still awaited

Services Development Officers

Update -

Promoting appointment and the roles of the Service Development Officers to contractors and other services. With MP assisting, KB and VM have done a great job over the 4 weeks since being appointed. JB has contacted the contractors to prepare for change and linking to the SDOs.

The SDO's role is to help drive services and increase revenues. KB and VM introduced themselves to the contractors and have issued a survey monkey for information on locally commissioned services. They embarked upon a conversation campaign with contractors, JB provided them with some data and performance charts to assist. KB's remit is Advanced Services and gave an insight into her recent activities. KB has been in contact with the high-performance contractors initially to discuss how they reach their achievements in MUR and NMS. KB observed a theme in how they generate numbers, and visited the other contractors to discuss how she could support them and use the information she had gathered from her initial meeting to increase their performance. VM attended one visit and KB has two further visits scheduled.

CHS Ltd

Financial information has been requested, awaiting next S&OC meeting - update May meeting

NHS England Matters

Work is in hand to merge the West Midlands NHS England with Staffordshire and Shropshire NHS England and may include others. Richard Yeasley, the NHS England director is overseeing the merger and structure, Amanda Almass is a key player in the Staffordshire and Shropshire NHS England. Janet Smith is the local officer who will investigate Incident reports and complaints.

Brexit has been discussed as to what happens now. New letters have been released with regards to stockpiling on medication.

D.M.I.R.S- Digital Minor Injury Referral Service not yet in the West Midlands. Evidence from areas that provide this service out of NHS 111 is suggesting that 2.2 % of the calls that go into NHS 111 are available to offer the D.M.I.R service and 50 % are resolved by the Pharmacy referral mechanism. There is hope that this service can be referred by GPs. There is a consultation fee for D.M.I.R.S. for the pharmacist and the patient pays for the product if a product is recommended. £14.00 for a referral.

Pre-PSRC

Pre-PSRC is the Pharmaceutical Services Regulation Committee for NHS England. Regulatory, fitness to practice and all items that BSol LPC are involved with regards to Contract Applications, relocations etc, it all goes to PSRC. CPWM footprint. As there has been no meeting since December, JB contacted Michelle Deenah to arrange a meeting to discuss Birmingham contractor items that need processing. One of the things that links to PSRC is Staffordshire's E.N.T. PGD led services. There is also an ear service, a sore throat service, an impetigo service, a dermatology service and a UTI service all prescription led solutions. JB/CPWM need to work towards a standardised offer across the new NHSE foot print

A Transfer of Care pathway is a likely service which needs to be developed by CPWM and NHS will eventually commission.

LPC Chairs and Secretaries Group – CPWM

CPWM meeting in April was a tele conference. The next meeting will include a S&OC with an invite for CHS for an update.

There was a CPWM live link demo in March to look at the CPWM website and link in with what is going to be on the BSol website and what can be signposted on CPWM. It is ongoing, with JB sharing the activity draft with all LPC's. Updates in May.

Residual Money in CPWM is worth £10.86 per contractor. JB has agreed with the 3 new LPC's is they will contribute an additional £10.86 per contractor, the workplan will be created to see how effectively this can be spent.

Inputs and comments from all LPC members, no objections have been made therefore a proposal to adopt as a working document for the next 12-month period agreed by all.

The 19/20 Strategy Plan Document is for approval from the LPC committee and ready in May and for the delivery plan to shape the Strategy Plan and highlights the CPWM activity. As the NHS structure has changed and Staffordshire and Shropshire being part of the CHS geography, it would be viable to invite North Staffordshire, South Staffordshire and Shropshire to be part of CPWM.

CCG Matters

Medicine optimisation in care homes – update

Boots are taking two of the sites, Harbourne and Solihull and there is a third site which is an independent contractor. Boots have now recruited the pharmacist, 2 independent subscribers starting the programme and 2 part time technicians starting in April. Independent contractors are also on track to start in April and a prescribing training course is due, and projects for students was suggested for further progress and information.

There was a discussion with Professor Mark Das Gupta on creating a weekly newsletter with the information on all medicines and substitutes recommended.

Chief Officer's Report

Any Other Business

Date of Next Meeting

The date of the next meeting is Monday 17th June 2019 – Becketts Farm

Authority to Chair and Officers

Authority was granted to the Chairman and Officers to act on behalf of the Committee in all matters of urgency until the next meeting of the Committee.

Sub Committee Working

Comms

HLP self-accreditation:

To set-up a Survey Monkey for HLP self-accreditation with a certificate download once completed and a list for LPC which shows which pharmacies have completed this survey see accreditation

NMS quarterly report submission

Comms to contractors clarifying NMS data when submitting quarterly reports - ensure PMR does not include patients you have skipped e.g. if not present in pharmacy as “declined” as this skews data sent to NHSE

CD errors reporting

Jeff and Sanj to prepare comms around CGL questionable CD reporting - ensure contractors report all CD errors to CD accountable officer

Services Development sub group

1. Review feedback from SDO's insights from their conversations with contractors and act on issues with wider implications. JB .Promote MECS. Visit pharmacies and understand differences with their operating platform specifically in how they identify patient eligibility for advanced services KB/VM
2. Consider PIF (Pharmacy Information Form) docket to help staff to identify potential advanced services AND to offer to contractors a batch which could be provided to prescribers where the local relationship is strong enough DGH
3. Seek update re Minor Infection Service with NHSE JB
4. Develop detail for discharge service with AHSN JB - needing UHB systems to be upgraded so Birmingham may be slow unless influential advocates identified and activated
5. Chase Solihull MBC and clarify arrangements for locally commissioned service - with another meeting if required. DGH. Costs to be B Sol's

Contract applications

The Contract Applications sub-committee considered one case, which was the application by Pan Healthcare Ltd for a No Significant Change Relocation from 291, Church Road, Sheldon,

B26 3YH to 160 – 160A, Common Lane, Sheldon, B26 3DN. After consideration, the sub-committee decided to recommend to the LPC that the Committee should respond by saying that it has no objection (using those specific words) to the application. As you know, the Committee approved this recommendation. For the record, the Minutes need to show that Mr.S. Panesar declared his interest in the matter and took no part in the discussion.

Finance sub group

No March sub group