

**DORSET LOCAL PHARMACEUTICAL COMMITTEE**

16<sup>th</sup> March 2023

Zoom - Remote Meeting

**Attendees:-**

**Independent:-** Roger Mitchell - Treasurer (RgM), Richard Maiden (RhM)

**CCA:-** Janette Best - Chair (JB), Gabi Horvath (GH), Jane Hallett (JH), Di Wood - Vice Chair (DW), Elizabeth Hall (EH), Mandy Jones (MJ)

**AIMp:-** Anisa Prifti (AP)

**In attendance**

Amanda Moores (AM) Chief Officer, Sara Diamond (SD) Administrator

**Observer** – Sian Retallick, PSNC from 2pm-3pm

8.30am	1.	<b>PRESENTATION</b> – Amgen Ltd, Richard Hudson <a href="mailto:rihudson@amgen.com">rihudson@amgen.com</a> <b>Topic:</b> Osteoporosis Resources for Primary Care Pharmacists	
8.45am	2.	<b>PRESENTATION</b> – Kora Healthcare, Amy Gates <a href="mailto:amy.gates@korahealthcare.com">amy.gates@korahealthcare.com</a> <b>Topic:</b> Magnesium, selenium and Catephen	
9.00am	3.	<b>WELCOME, APOLOGIES FOR ABSENCE</b> ❖ Apologies for absence ❖ LPC members time – a request for any comments ❖ Conflicts of interests – a request for any LPC members interests not already declared ❖ Action Plan (RhM) ❖ Time Keeper (EH) Expenses form to be completed and submitted to Treasurer via email	
9.05am	4.	<b>MINUTES OF DORSET LPC MEETING 12.01.2023</b> ❖ Accuracy of minutes - Accepted as a true reflection. ❖ Review of Action Plan Albert Goodman – RgM confirmed completed. DCR – To be discussed later in the agenda. SAIL recruitment – Ongoing.	
9.20am	5.	<b>Matters Arising from minutes of 12.01.2023 (for items not elsewhere on the agenda and/or identified by members prior to this meeting - None</b>	
9.30am	6.	<b>Matters arising from reading list – see separate circulations (for items identified by members prior to this meeting and placed on supplementary agenda if necessary)</b> ❖ AHSN eRD meetings – RhM asked for clarification as to what would be happening with these meetings going forward. It has been confirmed that these meetings are on hold for a period of 6 months, while there is a reorganisation within AHSN. Work will then commence with eRD being revisited and the priorities reviewed. ❖ Contract Applications – Due to the volume of changes in ownership and closures, PCSE memos will now be added to the reading list.	
9.40am	7.	<b>DCR (EH, MJ)</b> ❖ Update – Not a lot has happened since the last update. We are still seeing very slow progress with DCR. There is still an issue around the	

		<p>lack of engagement from large multiples, which is contributing to the slow uptake and IT still an ongoing issue.</p> <p><b>ACTION:</b> Ask DCR team for an updated report on who is signed up to access DCR. Committee discussed and agreed to hold another DCR event in May/June, as there have been changes since the last event held. Look at approaching contractors about DCR when they change ownership, specifically where new owners do not already have any contracts locally.</p> <p><b>ACTION:</b> Approach DCR team about arranging a future training event for pharmacy staff for May/June 23</p> <p><b>ACTION:</b> EOI from committee members to attend DCR Implementation and Strategy Group meetings on an ongoing basis</p> <ul style="list-style-type: none"> <li>❖ DCR ISG plans for 2023/2024 – The group looked at DCR’s proposal to drive up usage. All members present agreed to support the proposal to increased trained individuals by 50%.</li> </ul> <p><b>ACTION:</b> AM to take LPC agreement back to the DCR board.</p>	<p><b>MJ/AM</b></p> <p><b>AM</b></p> <p><b>ALL</b></p> <p><b>AM</b></p>
10.00am	8.	<p><b>Finance (RgM)</b></p> <p>Update - As discussed in the last meeting when we looked at Period 3 figures, Dorset LPC will have a larger surplus than usual this year due to the SAIL role vacancy. RgM noted he is expecting some claims in from GP CPCS project team. All is looking good and as it should be, with a current balance of £164,000.00.</p> <ul style="list-style-type: none"> <li>❖ PSNC Levy – As per the March SG notes, we now have the final details from PSNC confirmed. The figures show a difference of 19p, so no surprises. PSNC have recommend payment via direct debit and RgM proposed that it would be more straightforward if this was paid by monthly direct debit rather than 6 monthly upfront which is PSNC’s preference. All members present in agreement with RgM’s suggestion regarding the direct debit payments.</li> </ul> <p><b>ACTION:</b> Speak to PSNC regarding PSNC levy direct debit.</p> <ul style="list-style-type: none"> <li>❖ IT support – As per the March SG notes the concern around the lack of IT support and how Cobweb solutions are able to offer us a cost effective IT technical support to the 3 Dorset LPC email accounts, MS licenses/programmes and MS Teams for £9.40 per month. Further email accounts can be added, for an additional cost as and when required. Members all agreed that going forward we should have more comprehensive support, especially if we plan to add more email accounts and change the name of addresses but thought it would be prudent to establish what PSNC support is available first.</li> </ul> <p><b>ACTION:</b> Speak to PSNC to establish if they have any technical support recommendations before setting up arrangement with Cobweb Solutions. Members discussed our annual zoom license and using MS Teams going forward.</p> <p><b>ACTION:</b> Stop payment for Zoom mass event package, but renew the basic Zoom package for now - <b>COMPLETED</b></p>	<p><b>RgM</b></p> <p><b>RgM</b></p> <p><b>SD</b></p>
10.30am		<b>COFFEE</b>	
10.45am	9.	<p><b>CPPE, Claire McKenzie</b></p> <ul style="list-style-type: none"> <li>❖ Claire joined the meeting to introduce herself as the CPPE Education Supervisor and Regional Tutor for South West and talk to members about training and initiatives that are coming up.</li> </ul> <p><b>ACTION:</b> Ask for a copy of CPPE presentation slides from Claire McKenzie and share with pharmacies and to add to the website - <b>COMPLETED</b></p>	<b>SD</b>

11.05am	10.	<p><b>Transforming Pharmacy Representing (TAPR) (In camera)</b></p> <ul style="list-style-type: none"> <li>❖ Election update – We are on track with the election process. We have received confirmation from CCA that they wish to fill their 6 seats on the committee and AIMp have confirmed their intention to fill their 2 places on the committee. From here we work with our independent contractors to fill the 2 independent places. Members will be asked to make contact with our owner/managers to encourage them to join the committee. Committee agreed to not move forward with filling the Independent vacancy at this time.</li> <li>❖ LPC vacancy – SAIL recruitment is ongoing and the admin job advert is now live. Closing date is 13<sup>th</sup> April and interviews Thursday 20<sup>th</sup> and 27<sup>th</sup> April. SD leaving date is 30<sup>th</sup> June but is prepared to assist the new admin person with the July meeting if required.</li> <li>❖ Chief Officer contract – The contract is in the process of being signed and we plan to communicate the committee and support role changes to our contractors and stakeholders in April/May.</li> </ul>	
12.00pm	11.	<p><b>NHS Dorset, Rob Payne &amp; Fiona Arnold</b></p> <ul style="list-style-type: none"> <li>❖ Delegated commissioning update</li> </ul> <p>Rob talked about the 4 key areas that they are focusing on:</p> <ul style="list-style-type: none"> <li>• Commissioning Arrangements</li> <li>• Governance and Decision making</li> <li>• Priorities and the plans ahead – Engagement &amp; Relationships, Clinical Professional Leadership, Integration. Future of services &amp; development and Workforce.</li> <li>• Working together.</li> </ul> <p>Fiona talked about services:</p> <p>GP CPCS - the GP CPCS project team are meeting weekly to review the data and increase the service. PharmRefer was commissioned to all GP practices for 3 years as part of the winter pressure work, so they have the ability to refer to the pharmacies who are delivering the service. Unfortunately, not all GP's have engaged in making referrals to pharmacies. Training is still being provided to practices and implementation support following that. NHS Dorset are looking at getting a UTI treatment pathway which would only be available through CPCS. This has been very positively received by GP's. FA is still hoping to hear by the end of the week if the Emergency &amp; Urgent Care Service arm of CPCS is going to make it into the Drug Tariff for April 2023, as well as the first phase of the Oral Contraception.</p> <p>Hypertension Case Finding Service – Work is continuing to get this more integrated into Dorset pathways.</p> <p>Independent Prescribers - NHS Dorset is looking to be one of the pathfinder sites for community pharmacist Independent Prescribers. To support NHS Dorset in their bid they really need to know who the pharmacist Independent prescribers are and where they are based. Request for information has been sent out to all contacts.</p> <p>PCN Lead/Leadership role – FA confirmed all GP comms that is relevant to community pharmacy should come through the Dorset LPC admin address to then be shared with PCN Leads. The group discussed the possibility of having a PCN Lead, attending oversight meetings, which will assist with the leadership roles and create a more cohesive, professional group to help integrate community pharmacy into the discussions, not just GP's. Looking at Clinical Leadership and having a community pharmacist sitting on, for example, the Hypertension Groups, feeding in clinically around that service.</p>	
1.00pm		<b>LUNCH</b>	

1.45pm	12.	<p><b>PRESENTATION</b> – Ferring Pharmaceuticals Ltd, Elysia Pike  <a href="mailto:Elysia.Pike@ferring.com">Elysia.Pike@ferring.com</a>  <b>Topic:</b> Flare management of mild-to-moderate ulcerative colitis</p>	
2.00pm	13	<p><b>Local Services Update</b></p> <ul style="list-style-type: none"> <li>❖ PHD – services, training – The two Drug &amp; Alcohol Team events for community pharmacies have happened. Great turn out for both evenings. We have about 37 attend the first evening and 28 the second. Really interesting presentation from BCP and We Are With You.  PHD Smoke Stop Service – Dorset LPC has been asked to look at quit rates and we are in the process of compiling some Top-Tips. Members who are providing the service talked about their experiences. It was noted the lack of interest in the service and how we have a lot that start, but not able to complete. Issues around staff, workload pressures and consistency, lack of advertising and scheduling all adding to the issue. Members discussed the possibility of holding an engagement event in conjunction with PHD event in June.</li> </ul> <p><b>ACTION:</b> Produce a Smoke Stop Service top tips document for pharmacies and send to AM</p> <p>Supervised Consumption – As per the March SG notes PHD has raised the issue of the number of pharmacies offering the service and capacity within pharmacies. Discussions suggest that some of the issues are the way in which the Prescribing Team work and when they issue prescriptions. A more even distribution across the week would reduce some of the pressures on capacity. Members reviewed data form PHD on the number of clients being treated. Capacity issue areas currently are Wimborne, Ferndown, Sherborne and Gillingham. Members working at those locations challenged that there are no issues in those areas. Discussions with PHD to continue.</p> <ul style="list-style-type: none"> <li>❖ PCN Leads – We have some fantastic PCN Leads in Dorset and Rob Payne, Primary Care Lead who is responsible for delegation, is very keen to support this going forward. If we do secure funding going forward we need to make sure we have the right people in place. We need to grow our Clinical Leaders.</li> <li>❖ YourMeds – Dorset Council project paper involving YourMeds, to assist with discharge, has been brought to the committee for consideration. Following discussions at DIMOC (Dorset Integrated Medicines Optimisation Committee) earlier in the week, Dorset Council has now withdrawn from the pilot, They do still need to develop a solution to help them with discharge, and a short team working group has been formed called Dorset Council Assistive Medicines Pilot Task &amp; Finishing group to look into this.</li> <li>❖ Emergency Medicines Service – Members reviewed enclosures H-J. No concerns raised by members. AM to check on the payments for new starts. Adding a contact number for the hub. Footer needs to be updated in enclosure G. Members are happy to move this forward.</li> </ul>	RhM/JB
4.00pm	14.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>❖ <b>Dorset LPC logo</b> – As we will be renaming to Community Pharmacy Dorset, we will need to update our logo. Members agreed to establish first what PSNC are doing and if they have any guidance.</li> <li>❖ <b>Bank Holiday Directions</b> – NHS England have been reviewing the May bank holiday rota as part of the 10 year plan that is already in place. They have been looking for cover for Monday 1<sup>st</sup> May. AM advised she will confirm with NHS England that any new pharmacies opened are added to the 10 year plan.</li> </ul>	

		<ul style="list-style-type: none"> <li>❖ <b>Rotas</b> – NHSE&amp;I SW have shared an SLA for a week day rota, which will support patients having prompt access to medicines when GP’s are open. Information lacking around the extent of the rota. Dorset LPC generally supportive of the rota, but full details required <b>ACTION:</b> Comments on the weekday rota to be fed back to NHSE&amp;I SW.</li> <li>❖ <b>GDPR</b> – LH reminded members that the GDPR docs should be reviewed. <b>ACTION:</b> LH to check GDPR document</li> <li>❖ <b>July F2F committee meeting</b> – Members agreed to hold a F2F meeting at Merley House for the new committee in July. Food to be provided. Members to please advise any dietary requirements for the May &amp; July F2F meetings to SD.</li> <li>❖ <b>National Smoking Cessation Service (SCS)</b> – AM has met with the local system and the CSU and had some examples of where this is going wrong. The only hospital currently making referrals is UHD. UHD do not have DMS in place or PharmOutcomes, so IT is an issue. DCH are planning to go live, there will need to be a joint meeting with pharmacies and the tobacco team at DCH prior to starting, to ensure the service is fully understood, and systems are in place.</li> </ul>	<p><b>AM</b></p> <p><b>LH</b></p>
4.15pm	15.	<p><b>REVIEW OF ACTION PLAN:</b></p> <p><b>ACTION:</b> Ask DCR team for an updated report on who is signed up to access DCR</p> <p><b>ACTION:</b> Approach DCR team about arranging a future training event for pharmacy staff for May/June 23</p> <p><b>ACTION:</b> EOI from committee members to attend DCR Implementation and Strategy Group meetings on an ongoing basis</p> <p><b>ACTION:</b> Speak to PSNC regarding PSNC levy direct debit</p> <p><b>ACTION:</b> Speak to PSNC to establish if they have any technical support recommendations before setting up arrangement with Cobweb Solutions</p> <p><b>ACTION:</b> Stop payment for Zoom mass event package, but renew the basic Zoom package for now</p> <p><b>ACTION:</b> Ask for a copy of CPPE presentation slides from Claire McKenzie and share with pharmacies</p> <p><b>ACTION:</b> Produce a stop smoking service top tips draft document for pharmacies and send to AM</p> <p><b>ACTION:</b> Comments on the weekday rota to be fed back to NHSE&amp;I SW</p> <p><b>ACTION:</b> LH to check GDPR document</p>	<p><b>MJ/AM</b></p> <p><b>AM</b></p> <p><b>ALL</b></p> <p><b>RgM</b></p> <p><b>RgM</b></p> <p><b>SD</b></p> <p><b>SD</b></p> <p><b>RhM/JB</b></p> <p><b>AM</b></p> <p><b>LH</b></p>
4.20pm		<b>Meeting Closed</b>	
		<p><b>Dates of Steering Group Meetings 2023-2024:</b> 27/04/23, 22/06/23, 07/09/23, 02/11/23, 11/01/24, 07/03/24</p> <p><b>Dates of Dorset LPC Meetings 2023-2024:</b> 11/05/23 (F2F), 06/07/23, 14/09/23, 16/11/23, 25/01/24, 21/03/24</p> <p><b>All meetings delivered via Zoom unless otherwise stated above.</b></p>	