**Devon Local Pharmaceutical Committee**

**Meeting held on 16 May 2022**

**Virtually using Microsoft Teams**

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| **1/1749** | **Present:** David Bearman, Mike Charlton, Kelly Dawkins, Rachel Fergie, Ali Hayes, Ron Kirk, Matt Robinson, Sian Retallick  **In Attendance:** Sue Taylor, Kathryn Jones, Anna White, Tom Kallis | |
| **1/1750** | **Apologies**: None | |
| **1/1751** | **Welcome and Introductions** | Andrew Howitt welcomed Nigel Acheson, Chief Medical Officer, Devon Integrated Care System Board who updated the meeting by giving an introduction and overview of the ICS priorities. These include:  Better integration of health and social care for individuals  Communities and neighbourhoods are especially important in building resilience into those neighbourhoods.  The move towards the ICS will be an ideal opportunity for community pharmacy to be involved as all agencies will be working together.  The overall aim is to improve the outcomes for the population and target funding to minimise inequalities; whilst improving the efficiency of the system.  North Devon cited as a good example of local working.  A pharmacy school in the area would be good to have and discussions are ongoing with the existing universities.  Nigel has been in post for four weeks so it is early days. The transition from the CCG is going ahead for the ICS taking over on 1st July and the ICB will also be established.  Andrew Howitt responded to Nigel on behalf of the LPC. Members took the opportunity to raise issues that concerned them. Hopefully there will be plenty of opportunity to work together in the future and community pharmacy will have the right seat at the table. |
| **1/1752** | **Devon LPC Masterclass Programme Workshops – September 2022** | Tom gave a brief outline of the proposed events to the members, and requested a steer from the LPC members. Four workshops are planned across the county to be run in a similar way to the original Survice, Drive and Thrive workshops held in 2017. Tom ran through the proposed topics and asked if members agreed.  In principle it was agreed that each event would include four topics and attendees asked to choose three.  Matt Robinson offered to support including presenting at the workshops. It was agreed he and Tom would meet to further develop the content. All members were prepared to be available to help at the events.  Sian asked if folders could be provided to the contractors, however, it was agreed to include a suite of resources on the LPC website. Referral guidance could be valuable.  **Proposed topics: NMS, Hypertension Case Finding Service, DMS, Pharmacy First & GP CPCS and Primary Care and eRD.**  **Agreed that the following would be included: GP CPCS and Pharmacy First; Primary Care and eRD; New Medicines Service; Hypertension.**  Discharge Medicines Service - all trusts in Devon are now planning to increase their level of referrals to include patients on high-risk medicines, as they see the value of the service. The service is also included in this year’s CQUINS incentives. Numbers could increase rapidly and holding a separate re-launch/refresh event for this service may be needed.  It was also likely that a separate session on next year’s Pharmacy Quality Scheme would be required, once the requirements are published.  It was proposed to hold a Pharmacy Awards Presentation evening in March or April 2023. A guest speaker would need to be invited. |
| **1/1753** | **Update from LPC Working Groups** | **Integrated Care System.**  **South Devon LCP update**  David and Sue attended the LCP and presented on community pharmacy. There is interest in developing integrated working, starting with pharmacy and general practice, followed by opticians and social care. Discussion held around the GP contract and how it will work with integrated working. David had subsequently met with the PCN Clinical Director for Coastal PCN in Teignbridge. There were some concerns expressed stemming from a lack of understanding about the way that the two contracts are starting to be aligned and a need for further discussions to improve the level of understanding and what could be achieved.  **Update on discussions with The Coastal Network (South Devon) and Western Locality (Urgent Care)**  Remote pharmacy delivery to operate by pharmacists in practice – could be an opportunity but there is a need to understand what can be out-sourced and what to remain local.  Joint paper being prepared by David Bearman and Caroline Karakusevi (Clinical Director) to take to the Southern Devon Collaborative Board in June.  There is interest in expanding Pharmacy First to include ears and throat (examples from other areas are available). Discussions ongoing with Meds Optimisation Teams.  David had sent out the LPC Integration survey has been sent out and a small number of responses requested.  Ali Hayes asked if recommissioning of the local contract for Pharmacy First by the CCG, will the ICS be taking over the commissioning? Nigel Acheson unable to answer at this stage. Jill Loader had given a presentation at PSNC, there is a desire to being all locally enhanced services dealt with under one contract in the future, which would simplify the process.  ENT – Tom reported discussions being undertaken with Devon Training Hub to deliver some bespoke training.  Sian suggested that Community Pharmacist Independent Prescribers are not being utilised effectively.  **Primary Care Networks – PCN Leadership Academy**  Sue updated the meeting on the current position.  Out of the Devon cohort of 30 PCN leads 21 are engaged in the leadership academy. There are four vacancies, and four leads unable to participate because of their company policy; one has chosen not to participate.  Very positive feedback has been received so far from recent events. The first face to face training session is scheduled for the middle of June. Sian, Kelly, Ali, and Matt had attended a virtual meeting the previous week and gave feedback to the meeting. Ali was impressed with the first digital module on time management section.  **Communication and Engagement – RSG Independent Contractor Engagement**  The final proposals have now been published and there is a tight timeline for contractors to read and absorb and all contractors to vote by the middle of June. There is a four week window for familiarisation. Sue agreed to craft a script ready for members to contact independent contractors by phone. Andrew to pick this up with Secretariat office.  The executive summary of the proposals has been sent to independent contractors by post and email as the LPC needs to make all those contractors aware of the proposals and raise awareness of the voting timetable. The CCA members will be voting centrally. |
| **1/1754** | **Declarations of Interest** | Declarations of interest need to be completed by everyone for the new financial year. Outstanding from Matt Robinson and David Bearman |
| **1/1755** | **Minutes of the last meeting** | The minutes of the meeting held on 4th April 2022 were approved as a correct record. |
| **1/1756** | **Matters arising from the minutes** | **Devon Pilot for NMS for Anti-Depressants** – an email had been sent out from the Pharmacy Integration team to contractors in Torquay, Waterside, and West Devon PCNs, and also Birmingham and Manchester PCNs. The email included an invitation to a webinar on the following Wednesday evening, and the draft SLA. It is very short notice and Sue had fed back to the NHSEI regional team that this was likely to mean a low uptake of the invitation. Clarification is being sought as to whether it is intended to run the pilot over the three Devon PCNs and David offered to contact Jill Loader at the central team.  **Bids for NHSEI monies** – David thought the possibility of getting any funding at this stage was unlikely and would like at alternative avenues. |
| **1/1757** | **Treasurers Report** | A verbal report was given to the meeting by the Treasurer. |
| **1/1758** | **Secretariat Report** | Sue highlighted the PCN lead training and the NMS pilot – two positives for this month. Also that the Acute Trusts were starting to view the Discharge Medicines Service as a positive move forward; delivery by contractors will be key.  The South Dartmoor & Totnes and South Hams PCNs have arranged a Pharmacy Cross Sector workshop for Tuesday 24th May; location Dartmouth. David and Sue both asked that pharmacy teams be encouraged to attend. |
| **1/1759** | **PSNC Update** | Key message to encourage contractors to use their vote for the RSG proposals. |
| **1/1760** | **Governance Update** | Andrew and Matt had met with the members of the Secretariat Team to work through their objectives for the next year. |
| **1/1761** | **NHS Devon CCG Local Service Contracting** | Ali Hayes raised how much duplication of paperwork is required regarding the local Pharmacy First services. Undertaking all the documentation and submitting the documentation annually is a huge undertaking for a low value contract. Confirmation had been received that only updated information will be required but it felt ambiguous.  *Contractors are required to provide a revised Particulars to notify us of any changes to their current contract – i.e., if members of the business have changed roles, changed contact details etc:*   1. *Appendix one – Please update with relevant contact*   *Provision of their up-to-date insurance certificates and any updated or missing policies, etc. are also required. Providers do not need to submit any policies, SOPs, certificates etc. that have already been provided and remain unchanged/ up to date.*  *b.     Appendix two – documents required (please ensure documents include a ‘last review date’ and ‘next review date’)*  *This information will then be incorporated in their NVA, and their contract updated accordingly.*  Anna agreed to follow up with the CCG about payments being made in a timely manner. |
|  | **Date of next meeting** | **Next meeting: 11th July 2022 starting at 7.30pm using MS TEAMS.** |