

Action Minutes

Date of Meeting: 14/07/16		Time: 2pm	
Location: Innovation Centre, York		Subject: CPNY Committee Meeting	
Present: Liz Colling (LC), Warren Cunningham (WC), Shaun Davies (SD), Ian Dean (ID), Elliot Goran (EG), Richard Harrison (RH), Samina Khan (SK), Tamzin Burn (TB), Tom Hajdas (TH), Tracey Chambers (TC), Steve Collins (SC), Chris Kendall (CK)		Apologies: Lorraine Gell (LG)	
Other Attendees: Jack Davies (JD) – CPNY CEO, Laura Smart (LS) – CPNY EO, Angela Hall, Georgina Wilkinson and Gail McCracken (Public Health Team, North Yorkshire County Council)			
Open Section			
Issue	Details	Who	When
Apologies	Apologies received from LG	INFO	
Declarations of Interest	CHL members present – EG, RH, ID	INFO	
Minutes of the Last Meeting	The minutes of the last meeting were declared as an accurate record.	INFO	
Matters Arising	‘Out of Area’ Supervised Consumption - JD mentioned that the issue around claiming these payments had been raised and NYCC had responded that ideally the patient visiting North Yorkshire on holiday or for a short term period should have a prior agreement with the NY pharmacy whom they wish to use for supervised consumption. If this hasn’t been subject to prior agreement, and a service user attends a NY pharmacy with a prescription for supervised consumption, the pharmacist should contact the prescriber to discuss payment arrangements, as short term arrangements should be funded by the resident’s local authority. If pharmacists are unable to resolve following discussion with the client’s resident treatment service, then the matter should be escalated to Greg Hayward /Angela Hall at NYCC or JD at CPNY.	INFO	
	Bank Holiday Rates – JD reported that the area team had just sent email confirmation that morning of the new rates. In summary, £175 for ALL bank holidays including Christmas, Boxing and New Year’s Day (the current rates are £160 for standard bank holidays and £280 for the abovementioned days). This change in rates to take effect from 1 st October 2016.	INFO	
	Action	CPNY to let contractors know of the change through the weekly update and place the rules around directed rotas on the website.	LS
PSNC Chair and CEO Meeting Feedback	LC reported that she and JD had attended the LPC Chairs and Chief Officers national meeting on 8 th June 2016. Steve Lutener (Director of Operations and Support) is retiring shortly from PSNC shortly and his replacement, Gordon Hockey was introduced at the meeting. There was a big emphasis on margin removal continuing through Category M reductions.	INFO	
Regional Rep’s Report – Negotiation Update	DB not in attendance.	INFO	
NYCC’s Needle Exchange SLA Review	An extract from the draft SLA was distributed to the Committee and reviewed collectively as a group. TB raised the following points (to be fed back to NYCC in the Service Support sub-group agenda item): <ul style="list-style-type: none">- Why is CPD required every year?- Can you give out needles without a certain level of return expected?- Will claim payments be affected if returns not high enough?	INFO	
EPS Update	ID commented that there was nothing to report as there had not been any invitations to meetings for a while. JD mentioned that the support contract had not been renewed and numbers for EPS take up were no longer published.	INFO	
Contractor Matters and Buddy Visits	Action LC commented that the take up for the evening AGM was disappointing and following discussion by the Committee, it was decided that next year’s event should focus on practice with something to interest employees as well as owners.	ALL	2017

Feedback	Action	CK mentioned that one of his buddies had refused to accept a FP57 (prescription refund form) from a patient and suggested that there may be a training issue around this. LS requested that CK send her details of the rules and this could be communicated to contractors in upcoming newsletter.	LS	ASAP		
Gluten Free Prescribing	JD reported that HRW and HaRD CCGs have announced a period of public engagement around proposals to restrict the prescribing of gluten free products. This runs from 30 th June 2016 until 21 st July 2016. CPNY has requested comments from contractors and received several which can be incorporated in to a response to the CCGs. JD mentioned that he had alerted Healthwatch too.		INFO			
	Action	LS to email relevant contractors recommending that they do not hold or reorder too much gluten free stock at the present time.	LS	ASAP		
	Action	LC asked that JD make contact with the local coeliac group/society.	JD	ASAP		
	Action	JD to send LC his draft response before sending to the CCGs.	JD	ASAP		
Service and CCG Feedback	Smoking Cessation		Take up remains low. TH reported problems around 'postcode lookup' on PharmOutcomes. ID mentioned that Solutions4Health have high staff turnover which is not helping with the service provided. TB mentioned that a trainer from Solutions4Health had cancelled the training she had arranged for Boots' staff.	INFO		
	VoY CCG		The hospital discharge 'Refer to Pharmacy' scheme had started well despite a few initial teething problems. As at 30 th June 2016, there had been a total of 39 interactions with York Hospital. RH commented that the system was better than the previous one of receiving a fax as it allowed the opportunity for questions and to carry out an NMS much quicker than usual which benefits the patient. The CCG were very pleased with the numbers and participation to date. Evaluation of the system will cover: operational system, hospital readmissions rate and capacity to roll this out to other clinical wards.	INFO		
			Action	JD to obtain PharmOutcomes data to better understand how many referrals were resulting in an NMS being carried out.	JD	ASAP
			MAS withdrawn due to funding cuts, but it was agreed that an evaluation would take place to find out the 'lessons learned'. CPNY has requested that the service be restarted as a community pharmacy led service (seeing as the money had been ring fenced for this purpose). The CCG will take this proposal to the SMT for consideration.		INFO	
			Action	The draft guidance for 'managed repeats' was discussed by the Committee. The following points are to be included in feedback to the CCG: 1. It is GP-led (up to them to decide whether or not repeats allowed) – where is the right of reply for pharmacy? 2. Potential to penalise patients 3. No feedback loop	JD	ASAP
	Hambleton, Richmond & Whitby CCG		JD reported that there had been a few teething problems with the MAS pilot scheme, predominantly around locums/counter staff not being fully briefed and surgeries not briefing staff too. 20 out of 23 pharmacies signed up. A meeting will be held on 28 th July 2016 to discuss progress to date.	INFO		
			Gluten Free prescribing restrictions proposed (see main agenda item on this above).			
	S&R CCG		LC and TB reported on 'managed repeats' – this has been agreed now and will go ahead. Overview: patients	INFO		

		responsible for ordering their own repeats. The route that the prescription takes to pharmacy is unchanged although if pharmacies accept repeats, they must be able to demonstrate an audit trail (usually the patient’s signed and dated repeat request slip). Letters are going out to all contractors this affects and another meeting will be held on 27 th July 2016.			
	CoYC Public Health	The NRT for Pregnant Women Pilot Service has been approved. COY has selected certain pharmacies in York (around eight) to invite to deliver the service.		INFO	
		A new public health consultant, Fiona Phillips, is due to start in August 2016.			
		A meeting to be organised in September 2016 to work up a ‘Community Pharmacy development plan’.			
	NYCC Public Health	JD ran through the services that were to be reviewed within the sub-group at this Committee meeting with the Public Health team (Angela Hall, Georgina Wilkinson and Gail McCracken) – Needle Exchange, Falls and Flu.		INFO	
		The Committee meeting in September 2016 will cover Supervised Consumption, Flu, Alcohol IBA and Sexual Health.			
Hambleton District Council	JD reported that the Sharps Disposal Service SLA was still with the District Council’s legal department for approval. The Waste Disposal Manager is hopeful this will be finalised very soon.		INFO		
CHL	(Declaration of Interest: Richard Harrison, Ian Dean, Tracey Chambers and Elliot Goran). JD reported that the Falls Training tender was to be re-submitted by CHL (to align with the new NYCC budget of £7,500). Submission deadline 15 th July 2016.		INFO		
Subgroups	Contractor Support	LC proposed that all Committee meetings next year were held at the Innovation Centre in York. All agreed. The dates for all meetings (including the Strategy Day) were set subject to venue availability.		INFO	
		LC fed back the discussion that had taken place within the subgroup around the barriers to contractors delivering services such as accreditation, the financial rewards not always that appealing (with advanced services often paying better than enhanced ones).			
		Action	SK made the point that delivering some services, such as MUR/NMS, was often a training issue. LS to ask for expressions of interest from contractors to see if it would be worthwhile organising a ‘Building Confidence in MUR’ training event.	LS	ASAP
	Regulatory	ID reported that the subgroup had reviewed the audit report and the main point raised in this was that at year end there was £20K more in the bank than expected due to PSNC not having yet collected the March 2016 levy payment.		INFO	
	Services	TB fed back that the subgroup activity, including the Public Health team representatives from NYCC, had been a really useful exercise in that it was very useful being able to ask questions ‘there and then’. They had reviewed the following services: <div><div>1.</div><div>Falls Service - agreed the following changes: no limit to how many patients per week (currently states only two per week) and only the pharmacist will be trained (not technicians etc).</div><div>2.</div><div>Smoking Cessation – questions were asked around Solutions4Health and their performance to date. NYCC requested specifics.</div></div>			

		3. Needle Exchange – the CPD element in the agreement was challenged – why is it necessary for the CPPE training to be repeated every year? And why mandatory attendance at an annual meeting to provide feedback on the service? NYCC to reconsider these elements. Also, there were queries raised around return rates and it was confirmed that there would be no penalising of fees for less than 100% return.		
		Action	Committee members to send any issues around the Solutions4Health contract to JD. Contractors already delivering the service will be asked for their comments too.	ALL ASAP
		Action	In light of the request for attendance at annual meetings by contractors (as for example with Needle Exchange) a discussion around whether or not the LPC could feedback on behalf of all contractors was held. Proposal made to invite Public Health to Committee meetings twice a year. JD to ask Public Health if this method of feedback acceptable.	JD ASAP
Treasurer's Report	CPNY account balance: £71,360 (as at end of June 16)		INFO	
	ID mentioned that PSNC were still yet to collect the levy from March 2016.		INFO	
Flu Prescription Bags	JD presented a prototype flu bag to the Committee for consideration. These would cost CPNY approximately £2,510 to be produced and posted out to all the pharmacies delivering the flu vaccination programme (1,000 bags per pharmacy). A discussion was held around this and it was felt that the lead time for production may be a little tight and also there were issues around lack of branding raised from the point of view of CCAs. LC asked that the Committee vote whether or not a budget should be allocated to flu promotion. It was agreed that £3K would be allocated.		INFO	
	Action	It was decided that a leaflet would be produced instead, which would benefit all contractors. JD to obtain quotations and organise this.	JD	ASAP
External Comms	JD reported that so far, five out of eight local MPs had agreed to do a flu promotion visit in September. The rest were being chased up.		INFO	
Correspondence	There was no correspondence.		INFO	
AOB	No other business to report.		INFO	

Future Meeting Dates

Time	Day	Date	Venue
12pm	Thursday	15 th September 2016	Malton – Talbot Hotel, Malton
12pm	Thursday	17 th November 2016	Harrogate – Ridding Park, Harrogate