

Action Minutes

Date of Meeting: 17/11/16		Time: 12pm		
Location: Ridding Park, Harrogate		Subject: CPNY Committee Meeting		
Present: Liz Colling (LC), Warren Cunningham (WC), Shaun Davies (SD), Ian Dean (ID), Tom Hajdas (TH), Richard Harrison (RH), Tamzin Burn (TB), Tracey Chambers (TC), Steve Collins (SC), Chris Kendall (CK), David Broome (DB)		Apologies: Samina Khan (SK)		
Other Attendees: Jack Davies (JD) – CPNY CEO, Laura Smart (LS) – CPNY EO, Penny Bates, Stamford Bridge Pharmacy, Georgina Wilkinson, Greg Hayward and Paul Walker (Public Health Team, North Yorkshire County Council)				
Open Section				
Issue	Details		Who	When
Apologies	Apologies received from SK. JD reported that Elliot Goran had tendered his resignation with immediate effect following the sale of his two pharmacies.		INFO	
	Action	The Committee agreed to wait until the next Strategy Day in February 2017 to consider the replacement of EG (independent) and LG (multiple).	ALL	Feb '17
Declarations of Interest	CHL members present – RH, ID.		INFO	
Minutes of the Last Meeting	The minutes of the last meeting were declared as an accurate record.		INFO	
Matters Arising	JD reported that:		INFO	
	Action	-CPNY's existing payroll providers were able to administer the new pension scheme for an initial set-up cost of £294 and an annual fee of £86. All agreed to go ahead with setting this up.	JD	ASAP
	-NYCC to consider adding drop down menus to PharmOutcomes for the supervised consumption service to make data entry less onerous -The decision to set aside budget for another leaflet promotion (MUR leaflet) may need to be altered and this would be discussed later on in the meeting.		INFO	
Contractor Matters and Buddy Visits Feedback	Action	TB reported that a couple of contractors had been asking about training for the Alcohol IBA service. LS confirmed that more training dates had been organised for January 2017 and these would be promoted soon in an upcoming weekly email update.	LS	ASAP
	Action	A discussion was held around STPs (sustainability transformation plans) and JD notified the Committee that he was meeting with Humber LPC to discuss this, in light of other LPCs collaborating on these. It was agreed that CPNY need to have representation in each area and this should be considered further at the next Committee meeting in January.	ALL	Jan '17
	Action	LC requested that a mapping exercise be carried out to identify those contractors outside our CCG/local authority areas together with predicting the effect on CPNY's levy income if these contractors were to join a bordering LPC.	JD	Feb '17 Strat Day
NYCC Pharmacy Services Review and Contractors' Feedback	<ol style="list-style-type: none"> Falls Service – Georgina Wilkinson noted that 21 contractors had already signed up for the training within the first week of promoting the service and most Boots/Lloyds will be signing up too shortly – NYCC very happy with this. Alcohol IBA – positive feedback on training – Paul Walker mentioned that visits to pharmacies were planned to offer more encouragement. They would like another 20 contractors signed up. Needle Exchange – Greg Hayward commented that the harm reduction feedback on PharmOutcomes was very low. CK responded that this is due to confusion around what information is required here. He also queried the fact that referrals to Horizons were non-existent and that the reason why this was so needed investigating (not asking patients the question? Or not being granted permission to refer?) NYCC to put paragraph together in relation to both these points for CPNY to send out to contractors. 		INFO	

	<p>4. Supervised Consumption – Greg Hayward queried the fact that 299 interactions by GPs had been registered on PharmOutcomes. WC commented that this is due to the wrong box being ticked. Greg also mentioned the agreed out-of-area supply which could apply for one month. TB congratulated NYCC on achieving this as contractors were pleased.</p> <p>5. EHC – Georgina Wilkinson commented that chlamydia screening is very low across North Yorkshire and a discussion was held around what could be done to improve this. SC pointed out that a barrier may be that it was slightly complicated ordering the kits as too many options. TB asked if pharmacies could possibly be sent starter kits to encourage their use. NYCC to consider this. Georgina also pointed out that service provision overall for EHC was currently very low in Selby.</p> <p>6. NYCC Flu Service – Paul Walker reported that although contractors had only carried out a few of these so far, demand was better this year compared to last year due to improved marketing.</p> <p>7. General – Greg mentioned that there had not been any incidents reported over the past 12 months and there must have been some. Again it is likely that contractors do not know what is expected of them here (that they need to record aggressive behaviour etc).</p>		
Action	Alcohol IBA – CPNY to consider issuing survey in the New Year to try to determine barriers to delivering this service.	JD/LS	Jan 17
Action	Needle Exchange – CPNY to send out message from NYCC around harm reduction feedback and referrals to Horizons.	LS	ASAP
Action	EHC – TB agreed to check with Selby contractors as to possible reasons behind low service provision.	TB	ASAP
Action	RH mentioned that he was aware that a new extended hours pharmacy was soon to open in Selby. NYCC unaware of this. JD to ask local area team if they currently send new market entry information to NYCC.	JD	ASAP
Service and CCG Feedback	Smoking Cessation	JD explained that Solutions4Health (S4H) had requested that CPNY consider asking contractors to deliver the service to non-priority groups (for a fee of £50 instead of the £100 for priority groups).	INFO
	Action	JD to ask whether the £50 can be increased to £75/£80 to make this option viable for contractors.	JD ASAP
	VoY CCG	Freedom of Information - JD presented a copy of VOY's 'holding' letter response to CPNY's request – they are still considering whether to release this information.	INFO
		Refer to Pharmacy – NMS numbers still low despite relaunch with hospital pharmacists. A meeting to be held on 7 th December to decide on future of scheme.	
		Repeat Dispensing policy meeting was held on 12 th October where it was agreed: <ul style="list-style-type: none"> • CCG to produce pharmacy implementation checklist • Consult with GPs on their experiences of implementing the policy • CCG to reword the reference to spot checks 	
		Pharmacy Development Plan – VoY had a change of heart after Nigel Adams MP intervention. JD, RH and TC meeting with York MPs on 18 th November to discuss way ahead.	
	Branded Generics – RH explained that he had put a Freedom of Information request in to find out how much they were paying for the new role created to implement the new policy. £42K being paid to PSS. RH had also contacted the LMC who had responded that they had decided to 'cave in' and adopt the policy; therefore they can no longer oppose branded generics.	INFO	

		Action	The Committee had a discussion around this and decided that JD should attempt to convene a LMC meeting. If this cannot be achieved, LC to ring John Crompton.	JD/LC	ASAP
			Palliative Care – CCG to commission more pharmacies to deliver this service after they found cover to be lacking over Christmas/New Year.	INFO	
	Hambleton Richmond & Whitby CCG	Action	Minor Ailments numbers still very low – 28 interactions to date. TB Suggested that JD contact Healthwatch to see if they could offer any assistance with encouraging GPs.	JD	ASAP
	S&R CCG		LC reported that the new ‘managed repeats’ policy was causing some confusion. The CCG had sent out a survey to contractors to try and ascertain what the issues are.	INFO	
	CoYC Public Health		All substance misuse treatment services are going out to tender but community pharmacy will still be the end deliverer. Current contract will be extended by 6-12 months to allow for the safe transfer of responsibilities.	INFO	
	NYCC Public Health		Falls Prevention Service launched 4 th November – already 21 contractors signed up for training.	INFO	
			Supervised Consumption – NYCC has agreed that contractors can claim for out of area patients for up to a maximum period of one month. PharmOutcomes has been updated for this purpose.		
				Commissioned Services Planning – to continue or begin delivering NYCC services, contractors will have to register on the YorTender portal to become a preferred supplier. More details to be issued around this in the New Year.	INFO
Treasurer’s Report	CPNY account balance: £63,556 (as at end of October 16)			INFO	
	ID reported that the budget was looking reasonably healthy and that the annual accounts had been issued for 2015/16.				
Flu Jab Update	As at 11 th November, 9,592 vaccinations had been carried out, so looks like target of 10,000 this season will be reached.			INFO	
EPS Repeat Dispensing Service – Survey and EPS Policy	Action	JD presented the results of the EPS Repeats survey, the conclusion of which was that training was required by contractors. JD to organise with the GPs (via CCGs) and link in with practice pharmacists where possible.		JD	ASAP
Regional Rep’s Report and LPC Conference Feedback	LC, ID, JD and TC attended the LPC conference. TC commented that she enjoyed it and found it of interest. LC reported that the format was much improved and CPNY managed to get the following motion passed: “PSNC write to the Pharmacy Minister asking him to request all Chief Officers at every CCG call a meeting with every LPC to draw up a Local Services Development Plan”			INFO	
Funding Imposition	JD and DB presented an overview of the settlement in general including the phasing out of establishment payments and the introduction of the Pharmacy Access Scheme (PhAS) and Quality Payments. Changes are ongoing to reimbursement so no implementation dates in place yet.			INFO	
	Action	CPNY has 32 contractors included within the PhAS scheme currently and two have been identified as ‘near misses’ for which an appeal can be made. LC asked that a check was carried out to make sure that no distance selling or LPS contractors had been included as eligible in the PhAS scheme.			
Quality Payments Scheme Contractors	What support do we need to give contractors to achieve the maximum 100 points?	<ul style="list-style-type: none"> -Produce ‘How to’ guides for meeting criteria online -Consider arranging NPA Evening Training Sessions -Targeted emails to increase awareness -Face to face support where required 		INFO	
	How can we support	-Organise training for May 2017 to allow contractors			

Support Survey Feedback	contractors to achieve Healthy Living Pharmacy Level 1?	to complete all the other criteria first before first review point in April, then concentrate on HLP -Website resources -Set up working group (first meeting Feb 17)	INFO	
CPNY's Next Steps and Agreed Action Plan	£20K budget allocated for supporting contractors with achieving Quality Payments' points (for additional staff/committee members' time and training for contractors).		INFO	
	Action	Officers to start working on the subgroup feedback ideas above.	JD/LS	ASAP
AOB	JD asked the Committee if they still wished to go ahead with producing the MUR leaflet for pharmacy in light of new budget allocations. The Committee agreed to postpone this for now.		INFO	

Future Meeting Dates

Time	Day	Date	Venue
10am	Thursday	2 nd February 2017	Innovation Centre, York Science Park – Strategy Day