

Action Minutes

Date of Meeting: 18/01/18		Time: 12pm		
Location: New Earswick Folk Hall, New Earswick, York		Subject: CPNY Committee Meeting		
Present: Liz Colling (LC), Steve Collins (SC), Warren Cunningham (WC), Shaun Davies (SD), Ian Dean (ID), Tom Hajdas (TH), Richard Harrison (RH), Tracey Chambers (TC), Chris Kendall (CK), David Broome (DB)		Apologies: Tamzin Burn (TB), Samina Khan (SK)		
Other Attendees: Jack Davies (JD) – CPNY CEO, Laura Smart (LS) – CPNY EO, Professor Chris Cutts – Regional Head of Pharmacy NHS England, Keith Kendall – Community Pharmacy Integration Lead NHS England, Karen Robinson - City of York Public Health				
Issue	Details	Who	When	
Apologies	Tamzin Burn and Samina Khan	INFO		
Declarations of Interest	None	ALL	ASAP	
Minutes of the Last Meeting	The minutes of the last meeting were declared as an accurate record.	INFO		
Matters Arising	<p>JD reported as follows:</p> <ul style="list-style-type: none"> • NYCC public health have asked Age Concern to promote the Falls Prevention Service • A copy of VoY CCG's Devolved Prescribing Budgets MoU had now been received and a meeting taken place to negotiate strategy • NYCC public health had said 'no' to increasing the age for which EHC provision was free (currently under 25s only) • LS had investigated RSPH 'train the trainer' HLP Champions training but concluded that it would be a rather lengthy and complicated process to become an accredited centre. Humber LPC is looking into becoming an accredited centre and if they proceed, would potentially be happy to train CPNY contractors. 	INFO		
	Action	DB had attempted to find out which systems 'enable you to change endorsements on EPS and pull prescriptions back from the spine' but he had found it difficult to gain clarity on this from NHS Digital, and PSNC do not publish such data due to competition issues amongst suppliers. LC commented that she would ask John Palmer at NPA about obtaining a list of system features.	LC	ASAP
Use It or Lose It Service Update	JD presented the most recent figures on service delivery by NYCC pharmacies and explained that the Alcohol IBA Service had tailed off in December and targets were still not being met on the Falls Prevention Service. However, he had met with Public Health and they had agreed to continue to fund the Falls Service until its end date and they will continue to monitor the Alcohol Service.	INFO		
	Action	LS commented she had been asked about more training for the Falls Service by pharmacies not currently signed up and had asked Public Health about this – they will put on when demand sufficient. LS to ask contractors for expressions of interest in training in Weekly Update.	LS	19/01/18
Contractor Matters and Buddy Visit Feedback	TH reported the success that one his buddies had carried out 40 NUMSAS interventions during the past month.	INFO		
	Action	LC raised the issue of a contractor unable to source a Hep B vaccine for a child (in an urgent safeguarding case) – the GP had to speak to the supplier to authorise this. She will ask S&R CCG if they would like to jointly issue a statement with the LMC as to the exact situation concerning the shortage of this vaccine as some Committee members commented that children could be given an alternative vaccine more widely available than the adult version undergoing a worldwide shortage.	LC	ASAP
	Action	SD raised the issue of managed repeats being instigated in Harrogate despite no formal policy on this – SD and JD to arrange to have a more in depth discussion around this.	SD/JD	ASAP
Regional Rep's Report	<p>DB reported as follows:</p> <ul style="list-style-type: none"> • PSNC continues to push for service-led contract 	INFO		

	<ul style="list-style-type: none"> Weekly concession price discussions being had with DoH – PSNC working very hard to improve the current situation 				
‘Walk in My Shoes’ Update	JD informed the Committee that CPWY had received £35k from their Area Team to fund Walk In My Shoes in their area. CPNY had requested the same funding from our Area Team and obtained funding for a Project Officer post (2.5 days a week).	INFO			
Pharmacy Integration Strategy	Professor Christopher Cutts and Keith Kendall from NHS England (North Region) joined the meeting to give a presentation which covered details of HEE’s workforce development strategy and the new masters-level training funded through the PhIF. They explained a new project starting in April 2018 around clinical pharmacists going into care homes – pharmacists could train to do this alongside the project taking place – likely to be CCG led.	INFO			
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LPC Conference & CQC Local System Review Reports	ID explained that he had been summoned to a CQC meeting to be quizzed around how Vale of York CCG worked. A report will be issued. They want to see more services being commissioned in York. RH commented that during the recent LPC conference it was interesting to note how many other LPCs mentioned that their CCGs were commissioning quite a few services.	INFO			
NYCC Services Review	This agenda item did not go ahead as Claire Robinson and Phillippa Sellstrom from NYCC public health were unable to attend due to weather conditions.	INFO			
Quality Payments Update	<p>LS reported:</p> <ul style="list-style-type: none"> Data received from NHSBSA in October 2017 confirmed that 95% of contractors in North Yorkshire had submitted a Quality Payment declaration in April 2017 and claimed in total 6,250 points. This deemed to be a very good result considering only a handful of HLPs at this point and only half had completed their written safety reports (both 20 pointers) At least 85% of contractors had claimed for all of the available points for 2 review point criteria Still awaiting data on the November 2017 review point but based on number of HLPs registered, can estimate that a total of around 13,477 points out of the available 15,100 will be claimed (this equates to 89% of the allocation to North Yorkshire - £863K of available £966K) On average, expect each contractor who submitted a claim to receive £5,952 across both review points, together with any remaining earmarked QP monies to be distributed in June 2018 122 pharmacies had registered as HLPs with RSPH (Royal Society for Public Health) as at 15th December 2017 Need to keep momentum up helping HLPs with campaign ideas etc (doing lots of this on Facebook – 70 members so far) Second Quality Payments round expected to be announced some time in February. Training requirements will be considered once the criteria has been issued 	INFO			
Treasurer’s Report	CPNY account balance: £94,431 (as at end of Dec 17) SD reported that the bank balance remained healthy due to continuing to pay the PSNC levy monthly instead of quarterly, and the expenditure budget was on track.	INFO			
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		voted 'for' paying it for one year and then reviewing.		
Meeting Venue 2018	Action	The Committee discussed meeting venues – it was decided to hold the March Committee meeting at the New Earswick Folk Hall in York again.	LS	ASAP
Sub Groups	Service Support	Healthy Start Vitamins SLA (new CoY service): Karen Robinson from CoYC public health joined the meeting for this item to review and discuss the latest version of the SLA.	INFO	
		Action The subgroup proposed that the payment for each voucher be increased from £1.50 to £2, and consider whether they open up the service to everyone not just means-tested individuals. JD to finalise details with Karen Robinson and Natalie McPhillips (CoYC) so the scheme can start April 2018.	JD	ASAP
	Regulatory	Self-Assessment Review: SD fed back that all areas were the same except they felt that the 'training needs of committee members' needed to be reviewed.	INFO	
		Action Decided to move 'training needs of committee members' from green to amber. This area for development to be considered in May 2018 after the new Committee had been formed.	ALL	May 2018
	Contractor Support	How can CPNY make buddy visits/contact more effective?: LC fed back that the subgroup had decided the following...	INFO	
		Action Visits in person are more beneficial to contractors than telephone conversations, so this should be the preferred method of contact where possible.	ALL	Ongoing
		Action Ask contractors one week before each Committee meeting (via Weekly Update) if they have any issues to be raised so ALL contractors can input regardless of whether or not they have had a buddy visit recently.	LS	Ongoing
		Action Review and revise current buddy allocation.	JD	ASAP
		Action Buddy form is a useful prompt but these do not have to be filled out and handed in always – issues raised at the meeting instead and followed up with individual contractors where necessary or collectively via a news item in the Weekly Update.	ALL	Ongoing
	Service and CCG Feedback	ALL CCGs	All CCGs are currently working with groups of CPs and GP surgeries to reduce prescription wastage. The LMC is unhappy about the individual approach and workload caused by patients only being able to order repeats via surgeries in most cases. The LMC is holding a meeting with all CCGs to discuss the issue with the intention of reaching an agreement which does allow CPs to order repeats.	INFO
VoY CCG		The planned VoY CCG presentation (Plans for CP over the next 12/18 months) was cancelled due to Laura Angus being unable to attend the meeting. JD therefore reported as follows: <ul style="list-style-type: none"> The AF service is to proceed to full business case EPS/eRD training events to be organised Jan/Feb time Issue around switching and GP notification to patients (CCG to write to GPs again) Sent letter to local MPs regarding rising drugs bill CCG, local MPs and CPNY worked together to promote Pharmacy First and the Stay Well This Winter campaign 	INFO	
		Action The AF service is to proceed to full business case but the CCG wanted to reduce the positive screening payment from £19.85 to £15.28. The committee discussed this and agreed this was unacceptable as did not cover the cost of providing the service – JD to inform the CCG.	JD	ASAP
Harrogate CCG		<ul style="list-style-type: none"> Hospital Trust finally moving to a 'Refer to Pharmacy' scheme 	INFO	

Service and CCG Feedback		<ul style="list-style-type: none"> STP working up area-wide 'Refer to Pharmacy' scheme (CPWY leading on this) 		
	Airedale Wharfedale & Craven CCG	<ul style="list-style-type: none"> Notice to terminate Minor Ailments Scheme issued Blanket stop on CPs repeating ordering prescriptions – this can only be done via surgeries 	INFO	
	HR&W CCG	<ul style="list-style-type: none"> CCG, local MP and CPNY worked together to promote Pharmacy First and the Stay Well This Winter campaign 	INFO	
	S&R CCG	<ul style="list-style-type: none"> Humber Foundation Trust (and partnered with CPNY) had won the bid for the Scarborough and Ryedale Integrated Prevention Community Care and Support Service CCG, local MP and CPNY worked together to promote Pharmacy First and the Stay Well This Winter campaign LC mentioned that four practices in Scarborough were soon to merge 	INFO	
	CoYC Public Health	<ul style="list-style-type: none"> Draft PNA went out for consultation – closing date was 5th Jan 18 Healthy Vitamins SLA reviewed by subgroup Pharmacies delivering the NRT for Pregnant Women service asked to supply Champix (£100 for four weeks then patient pays for next eight weeks, pharmacies must however provide their own PGD and support patient for 12 weeks). To date, only one pharmacy signed up but not had any patients as yet. Sexual Health Contract will end on 30th June 2019 so meeting of stakeholders to take place (22nd Jan 18) to review the existing contract and consider future requirements; new tender process to go out September/October 2018. 	INFO	
	NYCC Public Health	<ul style="list-style-type: none"> Draft PNA out for consultation – deadline for comments 11th February 2018. Falls Prevention Service will continue until the completion of its two year contract (however no further efforts put in to promoting it other than training when required) Alcohol IBA Service will also continue but performance will be monitored and reviewed on an ongoing basis 	INFO	
Flu Jab Update	JD reported 18,479 flu vaccinations as at 12 th January 2018.		INFO	
AOB	CHL – a discussion took place around the continuation/dissolution of the company. It was decided that from 1 st April 2018, CPNY would fund CHL up to a maximum of £500 to cover admin/accounts preparation costs. If not activity taken place by April 2019, the company will be dissolved.		INFO	
	Action	LC to complete bank details and sign off accounts asap.	LC	ASAP

Future Meeting Dates

Time	Day	Date	Venue
10am-4pm	Wednesday	21 st February 2018	Strategy Planning Day - Conference Suite, Innovation Centre, York Science Park
12pm	Thursday	15 th March 2018	York Sports Club, Shipton Road, York - TBC
12pm	Thursday	17 th May 2018	AGM – Venue – TBC
12pm	Thursday	19 th July 2018	Venue – TBC
12pm	Thursday	20 th September 2018	Venue – TBC
12pm	Thursday	15 th November 2018	Venue - TBC