

## Action Minutes

<b>Date of Meeting:</b> 17/01/19		<b>Time:</b> 12pm		
<b>Location:</b> Mercure York Fairfield Manor Hotel, Shipton Road, York		<b>Subject:</b> CPNY Committee Meeting		
<b>Present:</b> Shaun Davies (SD), Ian Dean (ID), Tom Hajdas (TH), Tracey Chambers (TC), Richard Harrison (RH), Chris Kendall (CK), Tommy Ling (TL), James Usmar (JU), David Broome (DB)		<b>Apologies:</b> Tamzin Burn (TB), Charles Christian (CC)		
<b>Other Attendees:</b> Jack Davies (JD) – CPNY CEO, Laura Smart (LS) – CPNY EO, Chris Egbagbeke (CE), Emma Fazackerley/Ben Tindale, NHS Business Services Authority				
Issue	Details		Who	When
<b>Accord Presentation (Meeting Sponsor)</b>	Dan Conaghan and Leanne Hawkey from Accord introduced themselves and explained their roles. A demonstration was made of the Methofill Self-Inject device and a placebo passed around the meeting to sample. The injection of methotrexate only required to be administered once per week.		INFO	
<b>Apologies</b>	Tamzin Burn and Charles Christian.		INFO	
<b>New Member Welcome</b>	New committee member James Usmar (Boots representative) was introduced and welcomed to the meeting.		INFO	
<b>Declarations of Interest</b>	None		INFO	
<b>Minutes of the Last Meeting</b>	The minutes of the last meeting were declared as an accurate record.		INFO	
<b>Matters Arising</b>	JD reported as follows: <ul style="list-style-type: none"><li>New accountancy firm, Sowerbys, has been duly appointed. An initial meeting to take place 5<sup>th</sup> February 2019.</li></ul>		INFO	
<b>New Independent Committee Member Election Process</b>	JD explained the election process for the new Independent Contractor representative. Five candidates had applied for the vacancy so the applications were discussed and then four rounds of voting took place, eliminating a contractor each time until left with the successful candidate.		INFO	
	<b>Action</b>	Jonathan Taylor of Carleton-in-Craven Pharmacy appointed as new Committee Member. JD to inform all candidates of the decision.	JD	ASAP
<b>Regional Rep’s Report</b>	DB reported as follows: <ul style="list-style-type: none"><li>PSNC legislative team looking at all possible Brexit scenarios</li><li>Supply team ‘swamped’ dealing with price concessions but remains as important as ever for contractors to report these</li><li>PSNC Planning Meeting had been held:<ul style="list-style-type: none"><li>Simon Dukes focused on a new direction for the organisation and being very pro-active in the sector</li><li>PSNC must work more closely with LPCs</li><li>national contracts for services required that can be used as templates at local level</li><li>LPCs are inevitably going to have more work to do but no additional funding so really important to prevent duplication of work</li><li>investment in IT important (i.e. hub and spoke)</li></ul></li></ul>		INFO	
	<b>Action</b>	RH asked whether PSNC had set targets on how much price concession information was being received from contractors and was it enough? DB responded that he did not think there were targets but the question could be asked if PSNC could let contractors know when more was required for any given month. JD to contact Mike Dent at PSNC. LS to put reminder out to contractors reiterating how important it was to send in information as often as possible.	JD/LS	ASAP
<b>NHS BSA Presentation on ‘Manage</b>	Emma Fazackerley and Ben Tindale explained the ‘Manage Your Service’ pilot taking place for sending in monthly prescription batch information. Is also being used for pharmacies to make their Quality Payments declaration and is hoped that in the future other reporting tools will be included for Flu vaccinations and MURs etc, so as to become a ‘one stop shop’ for pharmacies to submit information to NHS BSA.		INFO	

<b>Your Service' IT Platform</b>	<b>Action</b>	JD to send out presentation slides to Committee members via the Weekly Digest and to consider whether this topic would be suitable for the AGM in June.	JD	ASAP
<b>Regional Meeting</b>		<p>ID reported that the main points discussed were:</p> <ul style="list-style-type: none"> <li>• PSNC to consider producing a TV advert to promote community pharmacy</li> <li>• The issue of constant promotion of HEE pharmacy integration funded courses was raised. The meeting requested that PSNC make the point to NHS England that the lack of take up is due to the fact that the training needs to be backed up with clinical investment in pharmacy.</li> <li>• Funding 2019/20 update – DH has said that nationally prescription volume is down 0.2%. They disagree that the current funding mechanism is broken and will be looking for more for less as in previous settlements! Hub and Spoke remains an aim for DH however they are unable to articulate how this will work in practice or when they will bring forward proposals. PSNC has reiterated its opposition to this.</li> </ul>	INFO	
<b>Patient Survey on Enhanced Services</b>		JD explained that CPNY CCGs have never commissioned a locally enhanced service where the funding has not been obtained via external funding that CPNY has bid for. A new approach to putting pressure on CCGs could be to use 'patient power' through conducting a Patient Survey on the services patients would like to see available in community pharmacy. (To be discussed in more detail in the sub-group).	INFO	
<b>Adcal-D3 Service Update</b>		JD reported that 29 pharmacies are delivering the service (7 pharmacies removed for non-delivery). All payments now made for the enrolment questions and final payments to be made upon completion of the other three interventions.	INFO	
<b>Virtual Outcomes Update</b>		JD reported that the number of active pharmacies using Virtual Outcomes was currently 46 (up from 44 in November). The active pharmacies are using consistently. New training modules being added regularly.	INFO	
<b>Quality Payments Update</b>		<p>LS reported:</p> <ul style="list-style-type: none"> <li>• Official NHSE guidance issued late November 2018</li> <li>• Queries from contractors are mainly around NHSmail and NHS.UK profiles – the latter are being checked and reminders issued where required</li> <li>• Weekly report on Gateway Criteria is useful but cannot be relied upon totally as this is not always 100% correct and is subject to change (i.e. if a personal NHSmail account is suspended)</li> <li>• HLP registrations all still in date for review point</li> <li>• HLP Facebook members – 102</li> <li>• Virtual Outcomes – new modules being added all the time to help Champions give quality advice/promote health campaigns. VO producing a module for each of this year's six mandated campaigns</li> </ul>	INFO	
	<b>Action</b>	It was suggested that LS put out a message to contractors around NHSmail recommending that all pharmacies send emails from their personal linked accounts to the main NHSmail account, to ensure that these are all in use and active.	LS	18/01/19
<b>WIMS Update</b>		<p>LS reported:</p> <ul style="list-style-type: none"> <li>• Signed up so far to the Walk in my Shoes project – 35 pharmacies (good mix of independent and multiples involved)</li> <li>• Majority of exchanges are pharmacist/GP but some have opted for pharmacy manager/technician to take part</li> <li>• LMC continuing to support and encourage</li> </ul>	INFO	
<b>Treasurer's Report</b>		<p>CPNY account balance: £146,272 (as at end of December 18)</p> <p>SD reported that the bank balance remains healthy. Budget continues to remain on track.</p>	INFO	
<b>Sub Groups</b>	<b>Regulatory</b>	<p>SD fed back that the group had looked at how the results of the Patient Survey could be used to put pressure on CCGs and how to engage pharmacies in the process. Ideas generated:</p> <ul style="list-style-type: none"> <li>• Ask organisations such as Healthwatch, Age UK, Dementia UK to post the survey on their websites</li> <li>• All committee members encourage contractors through buddy contact to engage with promoting the survey</li> </ul>	INFO	

		<ul style="list-style-type: none"> <li>Following data collection, issue press release for various media, make presentations to CCGs and local council meetings and share with other third party bodies and other LPCs</li> </ul>		
	<b>Service Support</b>	<p>CE fed back that his group had reviewed the proposed AW&amp;C CCG Dom MUR service. Questions arising were:</p> <ul style="list-style-type: none"> <li>What is cost incurred when pharmacist away from pharmacy?</li> <li>All appointments would preferably need to be made on the same day each week</li> <li>Identifying patients could be an issue but GPs do hold lists of 'home visit' patients</li> <li>Pharmacy nominate patients themselves?</li> <li>How much does a GP home visit cost? (highlight this to CCG)</li> </ul>	INFO	
	<b>Contractor Support</b>	JU fed back that his group had considered what the Patient Survey should look like. It could identify current levels of engagement with pharmacy and what types of tools patients would like to see used in local services such as health checks, screenings, treatments supplied against PGDs etc	INFO	
<b>Service and CCG Feedback</b>	<b>VoY CCG</b>	<ul style="list-style-type: none"> <li>Working on advice to GPs regarding OTC medication</li> <li>Not Dispense Service – Laura Angus yet to make a decision</li> <li>NHS 10 Year Plan – still digesting, no plan yet. PCNs still forming and developing and not yet at a stage to consider prospective members of the network</li> <li>Brexit supply issues – currently writing guidance for GPs and CPs about managing short supply of medicines and the processes involved therein</li> <li>Meeting on 6<sup>th</sup> February to look at designing a service which alerts GPs to patients entering their 4<sup>th</sup> prescription (month 4) of opiate drug – could possibly be tagged on to the Not Dispense Service</li> </ul>	INFO	
	<b>Harrogate CCG</b>	<ul style="list-style-type: none"> <li>Working on advice to GPs regarding OTC medication</li> </ul>	INFO	
	<b>AW &amp; C CCG</b>	<ul style="list-style-type: none"> <li>Submitted business case for DOM MUR proposal which will be reviewed by the CCG at a meeting on 24<sup>th</sup> January 2019.</li> </ul>	INFO	
	<b>HR&amp;W CCG</b>	<ul style="list-style-type: none"> <li>Chief Officer, Janet Probert, removed and replaced by Harrogate Chief Officer from 1<sup>st</sup> January 2019</li> </ul>	INFO	
	<b>S&amp;R CCG</b>	<ul style="list-style-type: none"> <li>Chief Officer, Simon Cox, removed and replaced by Harrogate Chief Officer from 1<sup>st</sup> January 2019</li> <li>Meeting arranged with new Head of Primary Care Manager, Jenny Loggie for 23<sup>rd</sup> January</li> <li>Infant feeding service proposal to be discussed at a meeting on 19<sup>th</sup> February along with the new guidance around this</li> </ul>	INFO	
	<b>CoYC Public Health</b>	<ul style="list-style-type: none"> <li>Idea for Self-Care Thermometer campaign with promotional prescription bags etc. abandoned as a supplier could not be found who could meet the deadline required</li> <li>Meetings on 7<sup>th</sup> February to design the staff flu and Champix services</li> </ul>	INFO	
	<b>NYCC Public Health</b>	<ul style="list-style-type: none"> <li>Working on rollout plan of the new Smokefree Service with the public health team</li> </ul>	INFO	
<b>Buddy Visit Feedback</b>	<p>TH reported that pharmacies had asked about the possibility of PharmOutcomes to support NUMSAS. LS explained that neither NHSE or the CCGs were prepared to fund the licence for this currently but if/when NUMSAS becomes an advanced service under the national contract, it is expected PharmOutcomes will be available to all.</p>		INFO	

	<b>Action</b>	CK mentioned that one of his buddies had struggled to find the correct contact for safeguarding issues. LS to put out telephone numbers.	LS	ASAP
<b>Flu Statistics</b>		JD reported that flu vaccination numbers so far were 18,892 for North Yorkshire. 328 ahead of the same time last year. (113 pharmacies vaccinating).	INFO	
<b>AOB</b>	<b>Action</b>	The Committee discussed the guest/s for the AGM and agreed that Simon Dukes (CEO at PSNC) should be invited.	JD	ASAP
	<b>Action</b>	It was agreed that future meetings be held at the Fairfield Manor Hotel where possible.	LS	ASAP

### Future Meeting Dates 2019

Time	Day	Date	Venue
12pm	Thurs	21 <sup>st</sup> Mar 2019	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
1pm	Thurs	6 <sup>th</sup> June 2019	The Park Lane Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	5 <sup>th</sup> Sept 2019	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	21 <sup>st</sup> Nov 2019	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW