

Action Minutes

Date of Meeting: 05/09/2019		Time: 12pm		
Location: Mercure York Fairfield Manor Hotel, Shipton Road, York		Subject: CPNY Committee Meeting		
Present: Tamzin Burn (TB), Charles Christian (CC), Shaun Davies (SD), Ian Dean (ID), Tracey Chambers (TC), Richard Harrison (RH), Chris Kendall (CK), Tommy Ling (TL), Jonathan Taylor (JT), James Usmar (JU)		Apologies: Tom Hajdas (TH), David Broome (DB)		
Other Attendees: Jack Davies (JD) – CPNY CEO, Laura Smart (LS) – CPNY EO				
Issue	Details		Who	When
Nestle Nutrition UK Presentation (Meeting Sponsor)	Amanda York and Sarah Thompson from Nestle explained how they are currently promoting the new Infant Feeding Champions scheme. Community pharmacies can sign up via a simple registration card and then Nestle will arrange in-house training at individual pharmacies.		INFO	
	Action	LS to promote in Weekly Update once Nestle have provided sign up process in easy electronic format.	LS	ASAP
Apologies	Tom Hajdas, David Broome		INFO	
Declarations of Interest	There were no declarations of interest.		INFO	
Minutes of the Last Meeting	The minutes of the last meeting were declared as an accurate record.		INFO	
Matters Arising	JD reported as follows: <ul style="list-style-type: none">Virtual Outcomes licence has been renewed for 2019/20Other interview candidates informed that Ian Dean’s appointment had been ratified by the CommitteeManchester LPC informed that CPNY no longer wishes to contribute to the RMOC delegate expensesEmployment Law package (Clyde & Co) purchased at £150 and new employment contract and handbook received		INFO	
New Office Update	JD explained that the new CEO wanted to locate the new office in Beverley so two available properties had been viewed (Waffle 21 and Tax Assist Accountants). Subsequently decided upon the Tax Assist office as it is a much bigger office and better value for money. Moving in date Monday 2 nd December 2019.		INFO	
New CPCF 2019-24	JD reported that PSNC had now agreed a new five year contract for community pharmacy resulting in a vast amount of future changes but headlines set out below: <ul style="list-style-type: none">Funding remaining at the existing level of £2.592 billion per yearAims to move community pharmacy towards a much more clinically-focused roleNew services such as the Community Pharmacist Consultation ServicePharmacy Quality Scheme continues (formerly Quality Payments Scheme)Changes to Terms of Service (such as ALL community pharmacies must be HLPs)Changes to funding streams (such as phasing out of Establishment Payments and MURs) with transitional payments provided to help pharmacies adjust to new challenges of PCNs, SSPs and FMD.		INFO	
	Action	JD explained that in addition to PSNC’s national roadshow events, CPNY would be holding three local events in York, Harrogate and Scarborough in early October (136 delegates already signed up). LS to devise ‘checklist of jobs’ to be provided at the events.	LS	ASAP
	Action	LS to include PSNC’s ‘Grid of Services’ in the Weekly Update (useful tool to see when funding being phased out and new services phased in)	LS	ASAP
	In attendance from the Public Health team: Claire Lawrence, Phillippa Selstrom, Catherine Hudson and Hira Singh. Comments on each service were as follows: <ul style="list-style-type: none">Needle Exchange – good numbers but could still increase the number of users being referred to Horizons and offer harm reduction advice more frequentlySupervised Consumption – no issues			

NYCC Bi-Annual Services Review	<ul style="list-style-type: none"> Sexual Health – numbers had reduced slightly (but this may be due to other forms of contraception available now such as implants) and as always, Chlamydia testing numbers were poor Living Well Smokefree – all on PharmOutcomes now and Champix online training available so easy to become accredited 		INFO	
	Action	Alcohol Identification & Brief Advice – numbers not great. Drugtrain not recommissioned to deliver training so online module only available. LS mentioned that some pharmacies had signed up to take part in research by York University on 'A new way of talking about alcohol in patient consultations' and that the training involved was around having difficult conversations about alcohol so this may help increase future interventions. LS to send details to Phillippa Selstrom.	LS	ASAP
	Action	NYCC Flu – public health asked CPNY to promote this again as very few expressions of interest. RH queried whether the whether the fees on offer were enough to cover locums etc. JD to investigate and look at SLA again.	JD	ASAP
North Yorkshire Horizons New Service Model	Mark Vidgen and Khadijah Khanum from Horizons presented their new service model which focused on a new prescribing process including phasing out of 'faxing'. A question was raised around prescriptions being sent electronically so as to avoid these going missing in the post but Horizons stated that this was not possible at the current time. However, they would look into notifying pharmacies electronically to expect a prescription to avoid this scenario. JU asked if it would be possible for a 'health professional' section to be added to their website with all the telephone numbers/contact details etc.		INFO	
Adcal-D3 and New Opioid Induced Constipation Service	Kyowa Kirin's Adcal-D3 project ended on 18 th July 2019 – all outstanding invoices have been paid to contractors. A new OIC service has now been agreed whereby pharmacists will identify patients receiving an opioid and at least one laxative to see if a PAMORA should be initiated. Proposed start date is 1 st October 2019.		INFO	
Virtual Outcomes Update	JD reported that there were currently 60 active pharmacies accessing Virtual Outcomes on a regular basis. Total courses undertaken – 486 so far.		INFO	
PCNs Update	JD explained progress to date with PCNs: <ul style="list-style-type: none"> Funding bids have been submitted to four CCGs and HEE for training and backfill (no indication as yet that this will be forthcoming) Talks nationally that legislation will be changed to all pharmacists having to attend PCN meetings CPNY still needs to 'map' pharmacies to PCN areas Two PCN areas remaining without an appointed Lead (Hambleton South and Selby Town) 		INFO	
	Action	JD proposed that some of the WIMs money remaining be used for the PCN Lead Pharmacist training (approximate cost £6,100). Agreed by the Committee and JD to organise an event.	JD	ASAP
WIMS Update	LS reported that the final push and chasing up of exchange visits still ongoing. Final chase up of invoices from those who have not claimed their £150 for taking part.		INFO	
Committee Expenses Payments and PAYE	JD explained that the ongoing issue of how committee members' expenses were processed for tax purposes had now reached a conclusion as HMRC had submitted their 'view' to PSNC. The advice is that LPCs can make payments without applying PAYE subject to certain caveats and conditions.		INFO	
	Action	JD asked that all committee members read the HMRC letter provided in their packs to ensure they meet all specified conditions.	ALL	ASAP
Treasurer's Report	Bank balance as at 31 st August 2019: £148,473		INFO	
	SD reported that there was 63% of the budget for the year remaining, and reserves remained very healthy. An 'income' column has now been added to the budget tracking spreadsheet to show where some expenditure is offset by sponsorship (i.e. meeting room fees).		INFO	

Sub Groups	Regulatory	The group was responsible for scrutinising CPNY's credit card expenditure to date this financial year. SD fed back that the group had no issues.	INFO	
	Service Support	The group was tasked with redefining the word 'backfill' (in the context of providing locum cover etc) and coming up with alternative wording. Suggestions included: <ul style="list-style-type: none"> Professional continuity cost Professional continuity remuneration 	INFO	
	Contractor Support	ID fed back that the group had looked at completing the 'Community Pharmacy Drug Reimbursement Reform Survey'. They had managed to do so but had only given limited responses in the time allotted.	INFO	
Service and CCG Feedback	Hambleton District Council	<ul style="list-style-type: none"> The Sharps Disposal Service has been renewed for another three years (pharmacies paid £50 per month) 	INFO	
	AW&C CCG	<ul style="list-style-type: none"> Proposed merger with Bradford Districts CCG and Bradford City CCG going ahead JT gave an update on the PCNs – he had secured a place on the leadership team for the local Community Partnership Group but at the first meeting it was apparent that most attendees had very little idea of what community pharmacy 'does' so he would have some work to do to change this 	INFO	
	VoY CCG	<ul style="list-style-type: none"> Still working on Opioid Flagging Service New Repeat Prescription protocol issued but lots of issues Requested we move to eRP asap 	INFO	
	HaRD CCG	<ul style="list-style-type: none"> Implementing 'Refer to Pharmacy' at Harrogate & District Hospital (training for pharmacies taking place on 11th September 2019). Y&H AHSN paying CPNY to support implementation and LS to assume this role working two days per month for six months. Merger and new structure still 'bedding in' 	INFO	
	HR&W CCG	<ul style="list-style-type: none"> Merger and new structure still 'bedding in' 	INFO	
	S&R CCG	<ul style="list-style-type: none"> Working with CPNY on PCNs and engagement Merger and new structure still 'bedding in' 	INFO	
	CoYC Public Health	<ul style="list-style-type: none"> Healthy Start Vitamins Service agreed with nine pharmacies chosen to deliver (based on wards with high proportion of families claiming benefits). Fee £1.50 per dispense and £125 for attending training. Proposed start date 1st October 2019 Champix Dispensing Service – still awaiting their legal department to sign off SLA 	INFO	
	NYCC Public Health	<ul style="list-style-type: none"> As per NYCC Bi-Annual Services review 	INFO	
Buddy Visit Feedback	Forms handed in to LS for review.		INFO	
Expenses	Action	The deadline for expenses (if these had not yet been claimed so far this financial year) was strictly 12 noon on 27 th September 2019.	ALL	27/09/19
AOB	None		INFO	

Future Meeting Dates 2019

Time	Day	Date	Venue
12pm	Thurs	21 st Nov 2019	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW