

## Action Minutes

<b>Date of Meeting:</b> 16/01/2020			<b>Time:</b> 12pm		
<b>Location:</b> Mercure York Fairfield Manor Hotel, Shipton Road, York			<b>Subject:</b> CPNY Committee Meeting		
<b>Present:</b> Tamzin Burn (TB), Charles Christian (CC), Shaun Davies (SD), Jack Davies (JD), Tracey Chambers (TC), Tom Hajdas (TH), Richard Harrison (RH), Chris Kendall (CK), Tommy Ling (TL), James Usmar (JU), David Broome (DB)			<b>Apologies:</b> Charles Christian (CC), Shaun Davies (SD)		
<b>Other Attendees:</b> Ian Dean (ID) – CPNY CEO, Laura Smart (LS) – CPNY EO					
Issue	Details			Who	When
<b>Alliance Pharma Presentation (Meeting Sponsor)</b>	Beth Walsh from Alliance Pharmaceuticals gave a presentation on Hydromol (emollient products). She explained that pharmacies were welcome to order free 50g samples to give out to patients.			INFO	
<b>New Committee Member</b>	ID introduced new independent contractor Committee Member, Mohammed Ali of Stone Pharmacy (Selby).			INFO	
<b>Apologies</b>	Charles Christian and Shaun Davies			INFO	
<b>Declarations of Interest</b>	RH – relating to agenda topic ‘VoY CCG Repeat Rx Ordering Update’			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>	ID reported as follows: <ul style="list-style-type: none"><li>New office lease checked and finalised</li><li>Email addresses of committee members changed to generic inbox on website</li></ul>			INFO	
	Action	EHC declaration on PharmOutcomes has been checked by NYCC and they are happy it reflects the SLA (3 month grace period). ID to investigate further with TB/JU to make sure the message is being understood by contractors.		ID/TB /JU	ASAP
<b>New Office Update</b>	ID explained that the new office was now open, the lease had been amended and signage for the exterior of the building had been ordered.			INFO	
<b>PSNC Regional Rep’s Report</b>	DB reported that PSNC is currently: <ul style="list-style-type: none"><li>Negotiating next year’s 2020/21 contract – trying to agree as much as possible before 1<sup>st</sup> April 2020</li><li>Parts of the Drug Tariff being overhauled and the margin survey has been brought in-house now (with the aim of correcting discrepancies arising within six months)</li><li>Big push on rollout of EPS4</li><li>Real-time exemption checking being rolled out and this new process should make it easier/quicker for pharmacies to perform checks</li></ul>			INFO	
<b>PSNC Review Update</b>	ID explained that: <ul style="list-style-type: none"><li>a Pharmacy Review Steering Committee (of 13) had been set up to lead the independent review, which was made up of contractor, LPC, PSNC, LOC (local optical committee) and NHSE&amp;I representatives. Their role is to oversee the process not to make recommendations.</li><li>Regional focus group meetings have also been held (contractors invited) in Taunton, London, Leicester and Leeds.</li><li>Each LPC CEO and Chair will be interviewed</li><li>Professor David Wright (review lead) will be attending CPNY’s Strategy Day on 20<sup>th</sup> February 2020</li></ul>			INFO	

<b>Buddy List Update</b>	ID explained that the Buddy List needed updating following the resignation of Jonathan Taylor, and new member Mohammed Ali joining. In addition to this, JD was now Chair and as such would carry out buddy visits instead of ID.		INFO	
	<b>Action</b>	To be reviewed and updated in the sub group activity	MA/ CK/ JU	16-01-20
<b>CPCS Data Monitoring</b>	A discussion took place around the new Community Pharmacist Consultation Service.		INFO	
	<b>Action</b>	LS to highlight in the Weekly Update that pharmacists should use PharmOutcomes at the same time as the consultation because this prompts what questions to ask etc and makes the process much easier (include videos etc). LS to also request contractor feedback to date on how the service has been received. (LS analysis of CPCS data so far to go in CEO weekly digest as well).	LS	ASAP
<b>VoY CCG Repeat Rx Ordering Update</b>	<p>RH was asked to leave the meeting for this agenda item due to a conflict of interest.</p> <p>The Committee discussed the CCG's recent introduction of a new 'repeat ordering' policy whereby:</p> <ul style="list-style-type: none"> <li>communications with all stakeholders involved had not been simultaneous where they should have been</li> <li>this absence of simultaneous communication had reportedly led to some pharmacies losing patient nominations to DSPs</li> <li>CPNY had queried this with the CCG and subsequently demanded answers when the CCG confirmed a 'misunderstanding' had taken place around the timeline of communications</li> <li>DSPs were currently targeting the particular area involved with leaflets/letters so this may have been a contributing factor</li> </ul>		INFO	
	<b>Action</b>	The Committee were asked to make a decision on whether or not to take the issue to NHS Resolution or accept the explanations of the CCG. It was unanimously decided to accept the explanations HOWEVER respond to the CCG asking that they acknowledge that ALL future communications around future policies/guidance reach ALL relevant stakeholders at the same time.	ID	ASAP
<b>KKI Opioid Induced Constipation Service Update</b>	<b>Action</b>	ID reported that 19 out of 32 pharmacies currently interacting with patients (102 first visit interactions, 3 second visit interactions). The remaining 13 are yet to start; ID to chase up these pharmacies.	INFO	
<b>Virtual Outcomes Update</b>	The number of active pharmacies is up from 62 to 70 (total views 806).		INFO	
<b>PCNs Update</b>	<p>ID reported that 19 PCN leads were now in place. 2 leads upon the CNPY/CPWY border are in the process of being appointed. 19 PCN leads attended/completed the PCN training delivered by CPNY on 3<sup>rd</sup> December 2019 and signed their MOUs.</p> <p>PCN leads in place had made contact with the pharmacies and the relevant Clinical Director in their PCN.</p>		INFO	
	<b>Action</b>	Some PCN leads were still awaiting a response so LS to put a message in the Weekly Update asking pharmacies to check their NHSmail boxes if not heard from their PCN lead yet.	LS	17/02/20
	<b>Action</b>	As soon as all details finalised of PCN leads, LS to put these on the website with contact details etc.	LS	ASAP
<b>Cross Field Supply Systems</b>	CPNY has been requested to consider a method of expanding the local communications that occur between pharmacies when there is a stock shortage. Sub group to consider and report back.		INFO	

<b>Treasurer's Report and Pharm Funding</b>	ID reported that the bank balance remained very healthy (£164,477 at end of December 2019). Pharma rep income to date this financial year is around £26K. £20K received from KKI for the OICS project. 36% of the annual budget remaining.		INFO	
	<b>Action</b>	ID to check who is yet to claim backfill expenses for the PCN lead training day.	ID	ASAP
<b>Subgroups</b>	<b>Regulatory</b>	This group was tasked with updating the Self Assessment tool and TH reported that all categories had remained the same except 'capability and expertise' had moved from good to exemplary.	INFO	
	<b>Service Support</b>	This group reviewed the cross field supply systems suggestion. TB fed back issues they considered: <ul style="list-style-type: none"> <li>Multiple item script would need medicines management team to intervene and this would cause a time delay</li> <li>Who will do the change of nomination?</li> <li>The work will be carried out for free</li> <li>The new pharmacy may do an ED instead</li> </ul>	INFO	
	<b>Contractor Support</b>	<b>Action</b> The Buddy List was updated by the group; to be circulated to committee members.	ID	ASAP
<b>CCGs and Public Health Updates</b>	<b>AW&amp;C CCG</b>	<ul style="list-style-type: none"> <li>In the process of recruiting PCN leads for WACA and Modality (working collaboratively with CPWY to achieve this)</li> </ul>	INFO	
	<b>VoY CCG</b>	<b>Action</b> CPNY met to discuss ERD as the CCG has concerns around the GPs enabling this. ALL committee members to advise of any surgeries they know already doing ERD so that CPNY can engage with the practice.	ALL	Ongoing
	<b>HaRD CCG</b>	<ul style="list-style-type: none"> <li>NHS England has approved the merger between HaRD, HRW and S&amp;R CCGs from 1<sup>st</sup> April 2020 – to be known as the North Yorkshire CCG.</li> </ul>	INFO	
	<b>HR&amp;W CCG</b>	<ul style="list-style-type: none"> <li>Merger as above</li> </ul>	INFO	
	<b>S&amp;R CCG</b>	<ul style="list-style-type: none"> <li>Merger as above</li> <li>ERD – the CCG says that GPs must start doing this now and they are working to ensure they all engage asap</li> </ul>	INFO	
	<b>CoYC Public Health</b>	<ul style="list-style-type: none"> <li>CPNY are in discussions around falls prevention – this could link to TCaM in the future</li> <li>They are planning their workstreams for 2020/21 around the PNA</li> </ul>	INFO	
	<b>NYCC Public Health</b>	<ul style="list-style-type: none"> <li>Regular update meetings now being held on the Living Well Smokefree service – CPNY has stressed the need for more data to assess progress.</li> </ul>	INFO	
<b>Flu Stats</b>	ID reported that currently 122 pharmacies are signed up to the national flu service for 2019/20. So far, 24,734 vaccinations have been administered (target of 25K will be met) and this is already ahead of the total for 2018/19 by 5,370 jabs.		INFO	
	<b>Action</b>	LS to reiterate the message of 'keep vaccinating' in the Weekly Update.	LS	Ongoing
<b>Buddy Visit Feedback</b>	Forms handed in to LS for review.		INFO	
	TB fed back that contractors were expressing concern that CPCS was not generating equivalent income lost from reduced MURs. RH fed back there was lots of concern around the extra workload required under PQS.		INFO	
<b>AOB</b>	<b>Action</b>	RH commented that he would not be able to attend the 3 <sup>rd</sup> September committee meeting as this was during the school summer holidays. It was decided to change this date to either the 10 <sup>th</sup> or 17 <sup>th</sup> September (to be advised).	LS	ASAP

### Future Meeting Dates 2020:

Time	Day	Date	Venue
10am	Thurs	20 <sup>th</sup> Feb 2020	Park Lane Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	19 <sup>th</sup> Mar 2020	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	4 <sup>th</sup> Jun 2020	Park Lane Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	17th Sep 2020	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW
12pm	Thurs	19 <sup>th</sup> Nov 2020	Pioneer Room, Mercure York Fairfield Manor Hotel, Shipton Road, York, YO30 1XW