**North Staffs and Stoke Pharmacy Committee**

Minutes of the meeting held on Jan 25th 2022. The meeting was held at 1.00pm via Teams due to the COVID-19 pandemic

**Present:**

|  |  |  |
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| Committee member | Present | Apologies  |
| Nita Allen (NA) - Chair | ü |  |
| Elliot Patrick (EP) |  | A |
| Raj Morjaria (RM) | ü |  |
| Hema Morjaria (HM) | ü |  |
| Harpal Bhandal (HB) | ü |  |
| Ellie Lawton (EL) | ü |  |
| Peter Walker (PW) | ü |  |
| Lucy Platt (LP) | ü |  |
| Ben Morris (BM) | ü |  |
| Soura Kafaji (SK) | ü |  |
| Alex Zahorodnyj (AZ) | ü |  |

**In Chair:** Mrs Nita Allen (NA)

**In attendance: (TC absent)**

**Standing Items**

*0122-1* **Chair:** NA thanked all members for their continued support and commitment during the pandemic. NA also introduced the new CCA member Alex Zahorodnyj (AZ). TC informed the members that AZ has completed his DoI and confidentiality forms prior to the meeting.

*0122-2* **Apologies:** EP, SH, TC

*0122-3-* **Governance/Declarations of Conflicts of Interest (DOI):** verbal confirmation taken of DoI

*01224-* **Power to act:** these will be discussed during the meeting

*0122-5-* **Minutes from previous meeting**: all agreed andwill get wet signature once we all meet physically again

*0122-6-* **Matters Arising: None**

*0122-7-* **Finance:** Bank accounts looking healthy, all expenses paid up to date. The PSNC invoice has now been paid. No over spends from budget

NA informed the committee that we will be receiving a sum of money from NHSE to support CPCS. There was a discussion by the committee about how the MOU will be implemented and funds spent. The committee had a detailed discussion on this with every member contributing to the debate. Options to spend the money on a multifaceted approach with a combination of different interventions.

1. Pharmacist and tech 1 day per week to train pharmacists and surgeries on managing referrals particularly focusing on pharmacies.
2. A Practice manger to support implementation in surgeries
3. Can we use some funding to hold a GP/Pharmacist event to identify barriers and build relationships and trust.
4. CPCS training for pharmacists to support effective delivery of the service
5. With respect to pay felt that rates should reflect the JD

*0122-8* **- Action Tracker;**

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| --- | --- | --- | --- | --- |
| Month of Meeting  | Action  | Lead  | Due Date  | Comments  |
| Sept | DOI to be signed by all committee members | TC  |   | completed |
| Nov | Virtual or face to face meeting | TC  |   |  Confirmed with committee that want face to face for March meeting, all day. Starting at 9.30 plus paid for lunch as a networking.February Interim evening meeting virtual 15th or 16th Feb 7-8pm to finalise any next steps form todays meeting – need to send out link |

**Business Agenda**

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| --- | --- |
| *0122-09* | **PNA**Both Staffordshire and Stoke working together but will produce two separate documents. Most of the pharmacies have had their surveys back, there is only a couple that currently have not. We are trying to encourage all pharmacies to complete but also encourage members of the public to complete it too. An email is being sent from the Health and Wellbeing board which will include a poster giving details on how to complete the survey. This is being managed by Healthwatch. |
| *0122 -10* | **Connect Pharmacy**There is Steering Group that has procured a training and development programme for pharmacy teams in all sectors across the 11 Midlands ICSs from Collaborate Consulting. NHSE&I / LPN funding has been identified to develop professionally facilitated meetings for the purpose of enhancing PCN engagement with community pharmacy and the wider Integrated Pharmacy and Medicines Optimisation (IPMO) agenda through focused training around GPCPCS and DMS. The training and meeting would also provide opportunities for networking within PCN geographies.Specific objectives of the programme will offer participants the opportunity to:· Work collaboratively with each other and stakeholders· Influence and engage with local networks· Build confidence and resilience· Develop leadership skills and build relationships· Lead change· Understand the part they play in the ICS· Partake in locally agreed projects with colleaguesStaffordshire are in cohort 2 with launch date set for 1st March.Workshops are divided into group A and B – but pharmacists can join any and mix between the groups to ensure flexibilityWorkshop 1 group A 15th March – Group B 29th MarchWorkshop 2 group A 6th April – group B 27th April The LPC committee need to engage and bring a friend (or even bring 5 friends!!)  Andy P and myself are going to run a pre-meeting for all PCN leads and Area Manager – to get you on board and help engage the pharmacist. - This will be 9th Feb 7pm to 7.30pm - short and sweet to inform what it is all about and hopefully get you on board to promote the event |
| *0122 -11* | **Pharmacy services**Substance Misuse/Humankind - We have received an updated contract. We are waiting for the contract to be signed and then it will go out to all contractors.GP Referrals to CPCS - it was reported that in the last 2 weeks there were a lot more referrals. SH are supporting another 4 practices scheduled for training and a few more want to be trained. In North Staffs and Stoke for the period:- OCT to DEC 1236 total referrals42 urgent referrals back to the surgery 3.4%229 referrals dropped. Of those 69 were uncontactable (5.6% of total referrals)Hypertension Case Finding – not a great deal to say. Multiples are now providing the service. It is advised that before Pharmacies commence that they inform the practices what they are doing. EMIS has developed a hypertension widget which can be used.Oral Contraceptive pilot – this is still getting going, mainly in North Staffs and Stoke. We have 8 pharmacies now registered and going live. NHSE may want to expand and are looking for other sites. NHSE&I will apparently consider pharmacies in other areas that will engage and deliver. Teir 2 will happen soon, but tier 1 pharmacies must do at least two interventions before allowed to move to tier 2. BN commented that the training for this service is quite a lot and it took him 4 hours to complete it.Sexual health - CHS (community health solutions) has won the sexual health tender for Staffordshire. It was Lloyds but will now go to CHS – SLA and PGD are being wrote and will be with the LPC soon to sign offSmoking Cessation Advanced Service - TC is on the CCG steering group that will help to support patients moving from secondary care to primary care that needs to continue treatment for smoking cessation.Remember community pharmacy will not be the only provider. NHSE have said the pharmacy service will likely go live for 1st April, Pharmacists will have the details before this so they can register an interest |
| *0122 -12* | **LPC Website**Due to TC holiday this has been moved to wave 3 - 27th January to 11th February (go live on 11th Feb) |
| *0122-13* | **LPC/PSNC website**The survey of LPCs ran in August about domain names showed a clear preference (89%) for **location.communitypharmacy.org.uk**. Going forward we will therefore use that format for the new LPC site URLs. We are in wave 2, which has already started. TC informed the committee that she has started to clean up the old site to ensure smooth migration across to the new site. The is a portal support site where all the information and tasks are set out. TC informed the committee that there is a lot of work in ensuring the site is ready for launch. LP volunteered to help the website work to support TC |
|  | **CLOSED MEETING** |
| *0122-14* | **Dates for 2022** All dates where agreed by the committee. It was decided to have alternative face-to-face and virtual throughout next year |
| *0122-15* | **Face to Face/ virtual meeting for 2022**NA and EL looked at the plan on a page and made necessary changes. All members agreed to the plan – TC to put on website. |
| *0122-16* | **Applications**TC informed the committee that no application had been submitted except those that want to close during the xmas/New Year period |
| *0122-17* | **AOB**TC has been elected by all the LPC across the west midland to sit on the West Mids clinical senate councilThe West Midlands is one of 11 regional Clinical Senates.Clinical Senates act as a source of clinical leadership and impartial clinical advice to support commissioners and other stakeholders to make the best decisions about health care for their populations. Clinical Senates' advice may be provided to, or be of relevance to, a number of different bodies within the NHS and care system, including Integrated Care Systems (ICSs), local government, providers, commissioners, improvement bodies, and regulators.Combining expert clinical leaders with patient involvement, we provide proactive and reactive advice across the health care system for the benefit of improved patient outcomes and population health.<https://midlandssenates.nhs.uk/wm-senate/about-the-senate><https://midlandssenates.nhs.uk/wm-senate/council>BM raised the change in the drug tariff that transitional payments will only be paid if the pharmacy claims at least 1NMS per month.Discussed CCA question on how LPC has supported with covid vaccinations.Discussed chief officer and employee rates of pay and decided that this will be discussed in a subgroup at next meeting as part of the annual performance review cycle. |

These minutes are signed as being a true record of the meeting, subject to any necessary amendments being made, which will, if any, is recorded in the following meeting’s minutes.

Signed: ………………………………………………Position:......CHAIR............. Date:............................

Signed: .................................................................Position:......CEO.................Date:............................

During this meeting, along with these minutes, there was a constant check to ensure no discussions could constitute to breaking competition law.

Signed......................................................position.............................................Date