**North Staffs and Stoke Pharmacy Committee**

Minutes of the meeting held on 26th January 2021. The meeting was held at 1.30pm via Teams due to the COVID-19 pandemic

**Present:**

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| Committee member | Present | Apologies  |
| Nita Allen (NA) - Chair |  |  |
| Elliot Patrick (EP) |  |  |
| Raj Morjaria (RM) |  | A |
| Hema Morjaria (HM) |  |  |
| Harpal Bhandal (HB) |  |  |
| Ellie Lawton (EL) |  | A |
| Vicky Greenwood (VG) |  | A |
| Peter Walker (PW) |  |  |
| Lucy Platt |  |  |
| Ben Morris |  |  |
| Soura Kafaji (SK) |  |  |

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

**Chief Officer:** DrTania Cork (TC)

**In attendance;** Mr Simon Hay (part) Hayley Berry (part) Jane Cheetham(part)

**Standing Items**

*0121-1* **Chair:** NA welcomed all members to the meeting and explained the rules for having the meeting via live webinar

*0121-2* **Apologies:**

*0121-3-* **Governance/Declarations of Conflicts of Interest (DOI):** verbal confirmation taken of DoI

*0121-4-* **Power to act:** due to the pandemic, lots of quick decisions made by the CEO have had to take place – these will be discussed during the meeting

*0121-5-* **Minutes from previous meeting**: all agreed andwill get wet signature once we all meet physically again

*0121-6-* **Matters Arising: None**

*0121-7-* **Finance:**

*0121-8* **- Action Tracker;**

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| Increase funds in Nationwide account by £10000 - completed. |
| From January, pay full day for meeting attendance for all members - completed. |
| Refund for unused vaccines at end of flu season - take to PLOT – there will be no refunds however, the flu vaccines can now be used in a private service. |
|  IPMO – TC is working on the project with the LPN, STP and NHSE&I |

**Business Agenda**

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| *0121-9* | **Covid- 19 update**Pharmacy vaccination sites* A number live in this LPC area, the LPC has supported each site equally in terms of information given, advertising, addressing concerns and reporting to PSNC and NHSE&I. TC set up a Midlands wide WhatsApp group, so information sharing was better.
* RM and HB gave an account of their sites and how they are progressing.
* TC informed members that there may be another EOI should further pharmacies wish to start a vaccination site.

Vaccinations for pharmacy teams* TC has been working with STP to ensure pharmacy staff are vaccinated. Royal Stoke was the first provider to come on board and many pharmacy staff have now had their vaccine from this vaccination site. Pharmacy staff and all other healthcare professionals can now use the pharmacy sites for their vaccinations. TC has advertised this through many communications channels.

Mass vacc sites* There is now a mass vaccination site open in Tunstall. At the moment, this is for healthcare professionals and will soon start to offer to 75yrs+

LFT for pharmacy staff* All pharmacies can now order and use LFT for their staff. This should be carried out twice weekly and recording results.

LFT service from council* CHL and LPC have met with Stoke City Council to discuss the service. CHL have sent they financial proposal to them and we are waiting for they to agree. TC informed the committee that we need a number of pharmacies ready in the next two weeks to deliver the service.

PPE refund* PSNC and the Department of Health and Social Care (DHSC) have agreed a mechanism by which pharmacy contractors can claim reimbursement for their expenditure on personal protective equipment (PPE) during the COVID-19 pandemic in 2020. This is part of a wider scheme covering reimbursement of PPE for primary healthcare as a whole. PPE purchased by contractors for use in the delivery of NHS pharmaceutical services, as a result of the COVID-19 infection control guidance, between 27th February 2020 and 31st December 2020 will be covered by the reimbursement mechanism, providing the PPE will be used by the end of March 2021. Claims need to be made via the [NHSBSA’s Manage Your Service (MYS) platform](https://services.nhsbsa.nhs.uk/nhs-prescription-services-submissions/login) between 1st January and 12th February 2021. A central claims process option is also available for multiple pharmacies (with six or more pharmacies) as it is recognised that PPE supply may have been managed centrally for pharmacy groups.

Closures and lockdowns* Pharmacies must still report closures to NHSE&I. Any reduced hours must seek approval first and reviewed every 2 weeks.
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| *0121-10* | **CPPE update** Hayley Berry gave a brief overview to the committee regarding any new items. * Gateway page for Covid which signposts you to other sites about covid.
* CPCS – 3 hours workshops running as on-line. Contains a video wall.
* Do not need to do this online course if attended a face-face session.
* DMS – now live on CPPE website with a DOC available – only recommended not essential.
* Foundation practice – running since sept.
* PQS – risk management training, plus other signposting to other helpful resources
* Hep C testing – training video and other resources
* Remote consultation skills – very relevant at the moment. Different videos of how to undertake remote videos.
* Patients' safety toolkits – very relevant to improve patient safety.
* Genomics – new and will be relevant in the future.
* ACT – can sign up students up to March 2021.
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| *0121-11* | **Abbotts**Jane Cheetham and Jeremy Smith briefed the committee on Libre Freestyle and the changes to the device. Freestyle libre is now prescribed for 35% for type 1 across Pan Staffordshire.Awareness campaign for pharmacists regarding the new Freestyle libre 2– prompt on the website to check the correct one has been ordered. The extra features included approved accuracy so now no need to finger prick, and alarm for hypo- awareness ideal for night-time issues. The device is the same price. Patient information to also ensure they get the right device.TC to put all information onto the LPC website |
| *0121-12* | **DMS service**TC informed the committee that NHS England and NHS Improvement (NHSE&I) on 22nd December 2020, confirmed that the Discharge Medicines Service (DMS) will not become an Essential service for contractors until 15th February 2021 and they have published guidance on the service. This is going to be a soft launch similar to GPCPCS.Contractors need to ensure relevant staff, including pharmacists and pharmacy technicians, who will be involved in providing the service, have the necessary knowledge and competence to undertake it safely. As a minimum, pharmacists and pharmacy technicians who will provide the service should:1. Read the section on DMS within the [NHSE&I guidance on the regulations](https://www.england.nhs.uk/publication/guidance-on-the-national-health-service-charges-and-pharmaceutical-and-local-pharmaceutical-services-amendment-regulations-2020/); and
2. Read the [DMS toolkit](https://www.england.nhs.uk/publication/nhs-discharge-medicines-service-essential-service-toolkit-for-pharmacy-staff-in-community-primary-and-secondary-care/).

Additionally, it is recommended that they also complete the [CPPE NHS Discharge Medicines Service eLearning and assessment](https://www.cppe.ac.uk/programmes/l/transfer-e-02). |
| *0121-13* | **GPCPCS**SH informed the committee of the progress for this service. Only started to pick up in January and due to covid vaccination programme the uptake is slow. NHSE&I Midlands have a project manager running the project and SH has regular meetings with NHSE midlands. * Longton hall surgery will be going live first and has a potential of growing fast.
* Tunstall medical centre would also like to go live.
* NHSE midlands – want to support the GPs.
* Use NHSE mail
* There is concern with the loss of MURs income and was expecting GPCPCS to cover this. PSNC need to be updated on this concern.
* Need activity data from PharmOutcomes
* TC reminded the committee that an audit is now taking place this week to report any informal referrals.
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| *0121-14* | **PSNC/LPC Operations Team (PLOT)**Key topics* Covid, GPCPCS, regulations and comms are the main topics. Reduces the noise on gaggle group, works effectively

Working groups* Some working streams for the PLOT including MDS, substance misuse, audits

Handover* TCs last week as there is 6 months change over. PP from South Staffs is now taking over for 6 months.

James Wood – new role* Director of contractors and LPC support - TC to invite to next meeting.
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| *0121-15* | **Flu update**LPC are asking for more advertising to recruit the 50+ years cohort to get vaccinated. Minimal flu around this year so many patients are not taking up the offer. Many contractors have too many over 65yrs vaccine left.  |
| *0121-16* | **Services update**Extended services, UTI &<2yrs eye* Now called Community Pharmacy Extended Care Services there will be a whole family of services commissioned by NHSE&I across the whole of the Midlands Regional footprint. The old Pharmacy First name was “retired” amid confusion over which services had ended when common ailments services were decommissioned.
* The service has two tiers: Tier 1 services can be offered by any interested pharmacy and include the relaunched UTI service and a new eye service. Tier 2a skin services will be available for offer by any interested pharmacy .
* Tier 2b services will only be available for offer by selected pharmacies. In Staffordshire and Shropshire these are the pharmacies that were delivering the ENT service prior to the service suspension (March 2020). In other areas there will be a selection process – this will be announced in due course, at this time NHSE&I are working on new SLAs and PGDs etc.

EHC* Training session 22nd March in the evening – save the date. TC to advertise soon. The event will be virtually and recorded for those that cannot attend on the night.

Substance misuse* A few issues with pharmacies closing early and not informing their patients. Also, the key workers not able to get through on the telephones.
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| *0121-17* | **PQS update**Part 1 – end of month to make declaration for the fee. SH and TC are chasing the pharmacies that have not declared payment.Part 2 – SH to send newsletter out to pharmacies regarding training needed to be done.June extension but need a plan in place to meet this deadline – SH to ensure contractor have started to fulfil this obligation. Checklist for contractors – TC to check with PSNC,  |
| *0121-18* | LPC Conferences/Meeting NA informed members of the following dates for conferences.* Wed 17th March 2021- online
* Wed 23rd June 2021- online
* Thurs 16th September 2021- online
* Wed 10th November 2021 – venue booked (postponed from this year) but will have to see what is feasible.
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|  | CLOSED MEETING |
| *0121-19* | CHS updateLoan* The committee discussed the idea of signing off the loan given to CHL. £9360.00 was paid by this LPC – the committee voted unanimously NOT to write off the loan.

Report* TC gave the annual report to the committee for comments, none made.

Primary and secondary contacts* TC to remain as primary contact to attend meetings. The secondary contact will be HB– committee voted unanimously to accept Harpal

New Chair* TC informed that Jeff Blankley was stepping down as chair and requested a new LPC CEO/Chair to step in
* Stephen Noble will remain as admin.
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| *0121-20* | Election for Vice ChairPeter Walker was nominated, and the committee unanimously voted to accept this. |
| *0121-21* | Applications – the following was discussed by the committee.1. Consolidation onto the site at Well Pharmacy, 21-23 London Road, Chesterton, Newcastle-under-Lyme, ST5 7EA (continuing site) of Bestway National Chemists Limited already at that site and Bestway National Chemists Limited currently at Well Pharmacy, 25 London Road, Chesterton, Newcastle-under-Lyme, ST5 7DY (closing). **APPROVED**
2. Change of ownership application at 339 Ash Bank Road, Werrington, Stoke on Trent, ST9 0JS by NH Pharm Ltd. **APPROVED**
3. No significant change relocation to 974/976 London Road, Trent Vale, Stoke-on-Trent, ST4 5NX by Bestway National Chemists Ltd. R**EFUSED**
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|  | **Next Meeting****March 23rd 2021** |

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