**LPC Meeting – Wednesday 13th November 2019**

14a High Street, Staple Hill, Bristol, BS16 5HP

9am – 5pm

Present: Richard Brown, Lisa Fisher, Hilary Forbes, Alan Smith, Sadik Al-Hassan, Morag McMeekin, Imran Ahmed, Dalveer Johal, Tanzil Ahmed, Stuart Moul, Ramesh Yadav, Jerry Long, Heather Blandford.

Apologies –

Declarations of Interest – None

CCA nomination for report – Alan Smith

Amendments to Training Log – None.

Review of October Minutes & Action Points.

Minutes agreed and will be posted on the website.

Contract applications.

Applications reviewed.

Treasurers report

Discussion around the accounts and the reserves held in the LPC bank account.

BNSSG CCG – Debbie Campbell & Helen Wilkinson.

Debbie and Helen attended the meeting to give the committee an update.

Urgent Care - Debbie is keen to get pharmacy more involved in this. Hoping to start with a few PGD’s and then expand once it has started running.

Chloramphenicol eye drops for Under 2s

Hydrocortisone 1% cream for face and Under 10s

Flucloxacillin for Impetigo

Nitrofurantoin for Uncomplicated UTIs in women

Penicillin for sore throats

The payment is £14 for CPCS and £5.90 for the PGD service. (PGD stand alone £14)

Debbie confirmed there would be training to ensure all pharmacists are consistent. The lead pharmacist would have to attend a face to face training session to understand the service, they will have the responsibility to cascade to others in their team.

Discussion around these services, the importance of the training and how this will work with a locum pharmacist. This should be launched in January, with training throughout December.

Feedback from the committee regarding this was positive and discussion around how this could be implemented.

NHS CPCS Update (NHS111 and GP Referrals)

Richard shared with the committee the GP referrals made by pharmacies in Avon from PharmOutcomes. Figures are growing well.

Richard also shared data from the 111 referrals and minor ailments referrals.

Any that have more than 2 outstanding have been contacted to check if they need assistance. Richard and Judith are monitoring the report to check it is working well.

Roger has run workshops on this which went well.

Change Management Report

The report was sent out to the committee prior to the meeting.

Richard went through the report with the committee.

Stuart attended the focus group, it was important and helped to assist collaborative working.

Richard and Judith have worked through the report to highlight areas that they can work on.

Alaistair is going to spend some time in Ashgrove and Eastville pharmacy to observe how a pharmacy works and how a pharmacist spends the day.

Discussion around what the future could look like and how the LPC can offer help and support to assist with this.

Richard is planning on running workshops for enhanced clinical assessment skills for pharmacists.

Sarah Hall – Napp

Sarah visited the committee to discuss Invokana.

Review of Operational Roles and Planning for 2020

Primary Care Relationship Manager - Barbara Coleman

Richard presented Barbara’s update to the committee. Barbara has had many meetings with pharmacies and surgeries.

Barbara has sent out Expression Of Interest for the primary care network lead pharmacies – received 4 replies so far and others showing interest.

Meetings will be held in January/February to help pharmacies hit the PQS deadline.

Discussion around Barbara’s role and engagement with GP’s and pharmacies. All agreed this work and support has been great and the meetings that have been organised have had good feedback and is a great step in the right direction for building relationships. Unanimous agreement for the role to be continued for another year

Discussion around Roger’s role and engagement with contractors. Great engagement and compliance with PQS and aspects of the new contract.

Roger has also supported contractors to think more commercial about their pharmacy business. An example of this is completing DDA assessments for whether a patient should be on a CDS. Unanimous agreement for the role to be continued for another year

Discussion around Judith’s role and support the LPC operations team and the implementation role. Judith is currently supporting the engagement of CPCS with contractors along with supporting the LPC operations and exec team. This support has been great for the exec team and for the contractors for engagement with CPCS.

Unanimous agreement for the role to be continued for another year

Discussions around the cost of the roles and the forecasted spend along with the budget available for next year. Taking this into account we know that all these roles are contracts and will have a 3 month notice agreement. All committee members in agreement that we invest in these roles for next year and this ensure ongoing support to our contractors. This will be continuously reviewed to ensure the funding is available.

Conversation around IR35 and the consideration of employment for some of the contractor roles that we have in the LPC. There are a few companies that can check whether agreements in place are covering IR35. Richard will ask the accounting company the cost of getting these agreements checked.

Tanzil will ask the CCA for a basic checklist/template that can be used to check or reviews the accounts, for those that aren’t fully involved in finances.

Conversation and review of Jerry’s role as treasurer and the total cost of the role. His experience and support has been very valuable for the LPC. Considerations and question asked of the committee if anyone would take on the role as treasurer. All committee members agreed that Jerry should continue and this will be reviewed in 6 months (during the summer).

Conference feedback

Conference review Richard went through the points of feedback that he has received already Discussion around these points and feedback. Richard has documented these points and will follow up in another meeting.

AOB

Discussion of neighbouring LPC’s and engagement with Provider Companies and AHS. Guidance received from CCA meeting. We are aware that neighbouring LPCs may contact AHS to discuss opportunities of starting a provider company.