

April 2024 Minutes

Face to Face Meeting: 18th April 9.30am – 4pm

Board Room, BSW ICB Offices, Jenner House, Langley Park Estate, Chippenham, Wiltshire, SN15 1GG (use SN15 1DG for Sat Nav)

Invitees:

Chair: Chris Shields

Members: Robert Townsend; Anil Chopra; Abigail Wright, Paula Paniagua; Nicki Sinclair; Aga Janowski, Tim Rendell; 1 CCA vacancy

Employees: Sarah Cotton; Carolyn Beale

Guests: Helen Wilkinson (CPCL), Uzoma Ibechukwu (BSW ICS Chief Pharmacist) - virtual

Apologies: Patrick Gompels

<u>Item</u>	<u>Detail</u>	
1.	<p>Welcome and apologies; Fraser joined the meeting (Trainee Pharmacist from McParlands)</p> <p>Confirmation/update of Declarations of Interest – No changes</p>	
2.	<p>Review of Minutes - The committee agreed the minutes are a true representation of the meeting – noted slight amendment to the holiday hours section.</p> <p>Action Tracker Officer Reports (inc verbal finance update)</p> <p>CB Sponsorship £950 achieved over two meetings (June and Nov). Alcohol IBA pilot still slow New enthusiastic experienced PCN lead for Sarum West</p> <p>SC Quarterly update on contractor base – see agenda item Outreach days – requested a feedback review from commissioner and provider. Latest event was only viable with back fill money. ICB IP Pathfinder response –still waiting, chased with HW New CPE finance policy - SC and RT met, policy to be reviewed by finance subcommittee today and any actions brought to full committee</p> <p>Holiday hours update: HR being advice sought from Clyde and Co, CS to follow up with SC and CB as appropriate.</p>	

	<p>Officer reports discussions.</p> <p>CB Update: Pharmacy First embedded and progressing well. SC liaising with ICB and LMC around support to GP practices. Request from TR that practices refer formally rather than informally (1 in 5 anecdotally) so that pharmacies can be paid. Of those walkin/informal referrals, the progression through initial assessment is reportedly only 1 in 2 to 1 in 4. Highest referral rate from 111 by % utilisation in the South West reflecting confidence from 111 in service.</p> <p>AP : SC to invite 111 leads to future committee meeting to discuss referral pathways.</p> <p>SBC led a supervised consumption pharmacy training evening for Swindon pharmacies that provided good networking opportunities. CB and SC attended.</p> <p>CS commented on low level of uptake of No Worries in Wiltshire. Funding has not been uplifted. SC to meet Sadie Adams to discuss next steps on 7 May 2024.</p> <p>TR requested review of contracts with respect to payment terms (30 days vs quarterly) to support cash flows for contractors and alleviate debt. SC - to propose 30 days in new and updated contract negotiations</p> <p>SC reported that there is a new part-time local policy support manager (Cathy) within CPE to support LPC with public affairs and local commissioning.</p> <p>CPE levy has been increased and paid. TR and RT raised issue of whether CPL is getting value for money from CPE. SC will raise via CLOT. What results are being achieved with increased funding What value can be demonstrated?</p> <p>SC requested NHS SW Hub to review Rates for Bank holidays and contractors have will now receive increases of £32 to £307.57 and £42 for special to £391.45. Suggestion for a list of volunteers to be held, to reduce number of directions to open by NHS. The hub negotiates this with individual ICBs to achieve harmony across SW region.</p> <p>Q Do we have enough 72 hours pharmacies to cover BH rotas? ICB say no.</p> <p>CP contracts were renewed by ICB, with a letter to contractors before 31 March 2024.</p>	
--	--	--

	<p>Finance update. RT. Wilts Council monies inappropriately received have been returned</p>	
3.	<p>TAPR</p> <p>Current seats based on composition in July 2023 CCA 6 (1 vacancy) Independent 4 Aim 2</p> <p>Contractor Composition CPSW - April 24 CCA: 42 (4) Aim: 23 (2) Independent:39 (4)</p> <p>Swing of 2 seats from CCA to independents.</p> <p>Discussion about recruiting for vacancy or reconstituting to reflect new composition. Vacancy could be filled by expressions of interest. Committee decided not to reconstitute due to the TAPR process at this time, but decided to investigate EOIs from independents in the Salisbury area to fill the current vacancy; to ensure that the composition of the Committee reflects the mix of pharmacy contractors in the area.</p> <p>Staff not present for TAPR section</p> <p>TAPR sub-committee updated the committee about the discussions with CP Avon.</p> <p>To add admin roles and responsibilities to TAPR list of considerations</p> <p>Committee voted unanimously to merge with Avon LPC. Contractor merger vote likely to be June. Merger completion – current timeline to complete by January 2025.</p>	
4.	<p>Strategy 2024/25</p> <p>Strategy from 23/24 remains relevant.</p> <p>We discussed how we can celebrate and communicate our achievements and successes.</p> <ul style="list-style-type: none"> - Proposal to use pharmoutcomes notifications - Quarterly newsletters to contractors 	

	<p>We agreed to add in foci around high value remunerations of national services (NMS, pharmacy first, hypertension), prescribing opportunities and influencing commissioners about these.</p> <p>AP: Survey contractors to see if they value newsletter.</p>	
	<p>Items requiring Discussion/Decision</p> <ul style="list-style-type: none"> Hypertension service – suggested pathway from GP practice <p>Following recommendation to use text messaging at a committee meeting with Brian discussing the CP hypertension service, HW and Brian have initiated a pathway utilising a GP initiated text referral to patients in relevant cohort.</p> <p>Request for support from ICB for assurance that all GP practices are connected to pharmoutcomes Second strand discussed around ABPM referrals.</p> <ul style="list-style-type: none"> Finance Guide Review – feedback and recommendations <ul style="list-style-type: none"> Expenses policy (committee members) <p>The expenses policy was reviewed, updated and agreed.</p> <p>Points to note: members daily allowance to be paid by PAYE or via employer. Expenses can be paid direct to members.</p> <p>Members must complete expense forms to request daily allowance and expense claims within the defined time periods.</p> <ul style="list-style-type: none"> Outpatient Prescribing <p>Alistair (Chief pharmacist at Salisbury), following discussion with other two acute hospitals, connected with SC to consider using Cleo Solo to move some outpatient prescribing to community pharmacy eg virtual clinics. Salisbury volumes 2000/month. Committee responded positively.</p> <ul style="list-style-type: none"> MP engagement - #votepharmacy <p>Would committee members like to get involved? Plenty of resources from CPE. Let SC know.</p>	
	<p>BSW ICB update – HW</p> <p>Committee shared reflections around pharmacy first referrals (formal and informal) from General Practice and implications this has in community pharmacy.</p> <p>Committee shared frustrations about the communications about and closure of POD. Increased uplift reported for emergency supplies via medvivo/111/ walk in following failure to contact</p>	

	<p>POD and reluctance of GP practice to accept requests.</p> <p>ICB development session on primary care. HW and Uzo represented community pharmacy and want to return to share CP funding model.</p> <p>ICB winter event planned next week to include role of pharmacy first in winter minor ailments.</p> <p>Task and finish group being set up to include pharmacy first referrals from ED at acute hospitals.</p> <p>Q around potential for service around H pylori breath test – would want to prescribe as well.</p> <p>Covid antivirals : moving to GP prescribing for FP10 supply – comms required for CP.</p> <ul style="list-style-type: none"> Contractor data sharing agreements <p>CPAvon have asked all contractors to agree to share data with LPC, who could then share anonymised data with ICB. Could CPSW do similar? SC to investigate.</p> <ul style="list-style-type: none"> Out of season flu pathway <p>Palliative commissioned pharmacies hold antivirals.</p> <p>ICB suggesting Medvivo should hold stock to supply and implement a PSD for community pharmacies to supply antivirals. SC shared that BSSNG have a commissioned service, HW to investigate.</p> <ul style="list-style-type: none"> Pathfinder Update <p>Governance documents ready for ICB sign off Cleo Solo - no update yet from national team</p> <ul style="list-style-type: none"> Project funding MOU <p>Sign off approved by ICB for both CPLs. ICB prefer a contract, which LPC can't sign as not provider. HW now finalising a MOU.</p> <ul style="list-style-type: none"> LCS contracts <p>PGDs, emergency supply, palliative care, PCN leads re-contracted for 12 months. PGDs increased to £15, duplication with national service removed. Increased retainer from £250 to £850 for palliative care for existing pharmacies. New business plan required for new PGDs, HW to progress</p>	
	<p>Chief Pharmacist Introduction (virtual)</p> <p>Uzo</p> <p>First Chief Pharmacist for ICB in SW region.</p> <p>Next year in primary care – need for CP to be integral to primary care as well as GP practices.</p>	

	<p>Understand patch – all sectors, all professions what does our footprint within BSW looklike. Access to care is a priority, and quality of care across patch and setting to be supported to be consistent</p> <p>What are structural issues complicating outcomes? Demonstrate to system need for further investment. Stabilise workforce- recruit, retain, train, sustain</p> <p>Governance – what does quality look like? Develop a quality framework for a pharmacy in BSW.</p> <p>Tim shared overview of funding in community pharmacy; services agenda (nms, flu, contraceptive service, hypertension, pharmacy first); training agenda - teach and treat programme leads nationally. split placements for 2025 TP placements. Collaborative working across acute hospitals to significantly grow TP placements and support with CP placements.</p> <p>Ask of Uzo: a BSW system wide IP commissioned service to prescribe within their licence in community pharmacy.</p> <p>Uzo would like to visit CP sites – liaise with SC and HW to offer.</p>	
5.	<p>AOB -</p> <p>Election of new executive committee Chair: CS nominated by NS, seconded PP Vice chair: TR nominated by CS seconded TR Treasurer: RT nominated by CS seconded AW All accepted and unanimously approved by vote</p>	
	<p>Finance and Audit Subcommittee Minutes Third signatory for bank account will be AW</p>	

Meeting Dates: 16th May, 20th June (F), 18th July, 19th September (F), 17th October, 21st November (F)