

Minutes of Meeting of West Sussex Local Pharmaceutical Committee

Date: Wednesday 24th November 2021 starting at 09:30
Location: The Old Tollgate, Bramber, Steyning, BN44 3WE.
Present: Mark Donaghy, Chair, C J Patel, Yola Barnard, Vice Chair, Sam Ingram, Sam Grieve (online), Becky Harrison, Sara Paxton (online), Alan Salter.
In attendance: Julia Powell, CEO, Marie Hockley, Service & Development Lead, Micky Cassar, Business Administrator, Sunil Kochhar PSNC rep (PSNC part of meeting only).

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting.
CCA Reporter appointed: Yola Barnard & Becky Harrison.

2: Apologies for Absence

Nisheet Patel.

3: Governance Matters

The Chair asked if there were any changes to the Declarations of Interest. Nothing raised.

4: Minutes of the last meeting

The Chair asked the members if they had read the 14th of September 2021 LPC minutes and if there were any issues with the accuracy. The Chair signed the September LPC minutes as a true account of the meeting.

It was raised that at the July meeting changes to the expenses policy were implemented. The members were reminded to review these and to use the updated amounts.

The members reviewed the action log:

272 - Ask Julius Parker or Richard Brown to attend an LPC meeting to discuss GP CPCS – in progress.

284 - Upload the slides from the presentation to the CPSS website along with further resource information – in progress.

285 - Investigate the LPC working together with HEE for a pharmacist information day – in progress.

290 – Chase access to e-learning for all - Majority have this and no further issues highlighted – closed.

295 - JP to liaise with meds management team to create comms for GPs. – in progress.

5: CEO Report

Website update: MAKE were chosen to transfer the existing website to the new platform with the £1000.00 support option being chosen. Due to issues highlighted during this process PSNC have decided at this time not to go live with their website and to ask LPCs to pause work on their websites, apart from 3 LPCs including CPSS. CPSS have agreed to progress work on the website. There is an outstanding query with regards to the T&Cs however once this is resolved the move to the new website should be able to be finalised.

Action: Chase answer to outstanding T&Cs query.

The Elephant Kiosk leaflet was distributed to members prior to the meeting. JP is on the Digital Board for Sussex who are funding a self-service kiosk (BP, weight measurements etc). The patient results are then sent through to the GP practice. There are 10 Pilot sites with 3 currently live. At this time footfall in GP practices is low and pharmacy could therefore assist for signposting. The members discussed if they would support this being rolled out to community pharmacy. It was agreed that a payment would be needed for the space this would take in the pharmacy and also, an admin fee for cleaning, queries etc.

Decision: JP to progress potential use of the Elephant Kiosk.

The members reviewed the Q3 plan. The Palliative Care service is currently red, this is commissioned by the CCG, and the contract has expired. A fee increase has been requested and verbally agreed however at this time it has not been formally agreed. JP has raised with Ciara O’Kane and has a meeting with Eileen Callaghan to chase this. It was highlighted that there are still outstanding payments from the previous year, contractors will likely withdraw from this service if these issues are not resolved.

Action: MH to chase regarding outstanding Palliative Care payments.

The Anenta waste project is red as the updated manual from the Director is still outstanding after several months. This manual will assist contractors with registering and accessing the service. As some contractors are still not

registered all the issues are not being logged correctly and therefore the issues are believed to be under reported. JP is chasing and will try once more and if this fails will escalate to NHSE. The current manual is not fit for purpose. It was highlighted that the waste is increasing due to the return of inhalers.

Action: JP to raise Anenta issue with the Director once more and if fails escalate to NHSE.

The members reviewed the Q4 operational plan.

GP CPCS update: There appears to be a lack of awareness with contractors regarding the need to choose their provider pay model and this needs to be communicated. Contractors were due to start signing up in November for their new provider to be in place for the 1st of April if they have not the service will cease on the 31st of March which could impact on referrals. The NHSE webinar regarding provider pays (PharmOutcomes/Sonar etc) took place in November. It was raised that PharmOutcomes have waived the fee in areas of London.

Action: Communicate to contractors the need to find a provider.

Action: CJ to discuss with JP if there are options of PharmOutcomes waiving the fee.

GP CPCS update: The contract for EMIS Patient Access/PharmRefer has now been signed off in both Surrey and Sussex. Sussex were given funding for the training. This is invoiced after delivery and in December they will be invoiced for JP time to date. Recruitment for the GP CPCS Training and Support Lead has taken place and Jess Turner has been appointed and started 22/11/21. There are 161 surgeries across Sussex that need training. A further position has been filled on a consultancy basis for any extra training needed. There is an incentive fund for surgeries if they sign up to this service in 21/22, and an additional payment for threshold of referrals in 22/23. A PCN with a 40000-list size would need to send 27 referrals/week to community pharmacy to meet the threshold. Several surgeries have expressed an interest to go live now therefore this funding for the Training Lead will support quicker role out. 7 surgeries have gone live across Sussex over the last 2 weeks. The aim is to train around 5 surgeries/week. The aim is to get 1000 referrals before Christmas.

It was raised as a concern that if surgeries do not follow the correct referral system for GP CPCS, patients could be signposted and not referred. Concerns had been raised in the past as patients would arrive but would not know to explain they were referred from the surgery. There is a reputational risk to pharmacy to ensure this service works. Once a surgery goes live there are weekly follow ups for 4 weeks to resolve any issues. Pharmacies are being contacted to highlight when surgeries in their area go live.

The next rollout of CPCS is a pilot to A&E and Urgent care centres, ESHT and Western are piloting. This will mean that patients arriving at these locations may be referred on to pharmacy if applicable. The pharmacies need to be near the location and therefore only nearby pharmacies are talking part currently as part of the pilot.

It was raised that PharmOutcomes should keep you logged in for longer and that the roll out schedule of GP training days should be available.

Action: Raise if PharmOutcomes could extend the time before auto kick out.

Action: Update the GP surgeries that are going live on the website.

Regional meetings update:

JP presented at 4 LMC Liaison meetings across JP Surrey and Sussex on PQS and Hypertensive service. Looking at PQS elements which overlap with GPs incentive payments.

PSNC – PLOT meetings.

PNA progression – Surrey, East Sussex, B&H and West Sussex PNA's all need updating by October 2022. Public Health are leading this in West Sussex. The patient and the pharmacy questionnaire are due to be circulated in the New Year. The progression in WS is slower than in ES and S.

Action: Chase up the date for the first PNA meeting in WS.

Covid & Flu boards – JP now attends the board meetings.

Digital First board – Sussex. Shared Care Record will be raised at the next meeting to establish if pharmacy can be funded for access.

Surrey Medicines Safety – Valproate audit funding. This was to be funded separately however is now part of the national audit.

Consultation's update:

The members were advised of 2 consultations, the first which was responded to in October, if PPE should continue to be provided free of charge. The LPCs response was yes.

The second consultation is from GPhC which was due 23rd November and therefore taken to the Surrey LPC. This consultation was with regards to reviewing changing some requirements of how to become an IP. Should the two-

year time requirement for entry to pharmacist independent prescribing training be removed? And should the requirement to have relevant experience in a specific clinical or therapeutic area be removed and replaced with the requirement to have relevant experience in appropriate clinical setting(s)? The members at Surrey LPC agreed to support removal of the 2 year requirement and the requirement of specific relevant experience to be lifted.

6: LPC self-evaluation & governance audit

The members reviewed the self-evaluation & governance audit. It was agreed that a finance subgroup should be formed and that the LPC account should have double signatory requirements. AS to lead as the Treasurer with CP and BH also being signatories. It was also highlighted that the Survey Monkey for contractors to raise issues at LPC meetings could now be reinstated (previously paused due to Covid).

Action: Set up Lloyd's banking mandate to include CP and BH.

Action: Reinstatement contractor Survey Monkey prior to LPC meetings.

7: Workforce:

New Year's Day is on a Saturday and is not classed as a Bank Holiday as this is the following Monday. On the 1st of January, if contractors have not put in their 90 days' notice, they should be opening that day. They should have requested to NHSE if they can close. Emergency legislation will allow 24 hours to close, and concern was raised that some contractors may do this. It was highlighted there are a lot of pharmacies due to open on New Years Day, should planning be in place for extra closures due to covid etc.?

The lack of pharmacists in community pharmacy was discussed and what could be done to increase this workforce. It was raised that in 2026 trainee pharmacists will qualify as IP's.

8: New Pharmacy Minister

The members discussed the option of engaging with the new Pharmacy Minister, Maria Caulfield MP. It was highlighted that she has previously visited a pharmacy in East Sussex prior to her new appointment. It was agreed that the LPC would write to her but ensure PSNC are involved to ensure the correct message is given.

Action: Contact Maria Caulfield MP.

Mark Donaghy gave a report of the recent Area Prescribing Committee meetings. The West Sussex Area Prescribing Committee is still the constitutional decision-making body despite the new Sussex Health & Care Partnership APC now meeting every other month to make recommendations to the constituent APCs. Mark mentioned that the meeting discussed standardising the formulary colour coding and approving the prescribing in primary care, after specialist initiation, of Safinamide for Parkinson's Disease."

9: Local elements of PQS

Domain – Infection Control and AMS: Antimicrobial Stewardship (AMS) criterion requires awareness of local formularies – added to CPSS website.

Domains PCN Elements: PCN Prevention – Flu

Context – worth approx. £750,000 to Surrey & Sussex contractors

Actions so far – infrastructure in place to enable the above, reconfirm PCN member pharmacies & geography, helping contractors to identify their primary PCN, checking and updating local data of pharmacies/PCNs.

Re-engaging PCN leads, webinar ran on the 15th of September (and facilitating appointments where needed).

Upstream briefing to PCN Clinical Directors – via LMC Liaison meetings.

Deadline for the PCN elements is the 31st of December to collate flu data, hold a webinar and engage with the PCN Clinical Director around the flu plan and collaborative working. MH and MC are contacting PCN leads to establish where they are at with the actions and to establish who does not wish to take part. Once the leads have confirmed this, those contractors who have not engaged or indicated they do not wish to take part will be contacted by CPSS via email to confirm in writing that this is correct.

It was highlighted that flu vaccination supply may become an issue for community pharmacy due to the ordering system of DH stock. The caution of not overordering may lead to supply issues which could impact on the PQS target (80% however this includes GP practice numbers). It was highlighted that pharmacy should have the same ordering system with DH as GPs.

Action: Next year feedback to PSNC to discuss PQS requirements earlier on so that if needed the flu plan information could be available sooner.

Action: Members requested to assist with PCN lead appointment.

The planned PCN lead training day for November (with Pfizer) has been postponed until March (date TBC). This is due to workforce issues at this time in freeing up the PCN Leads.

The members were asked if CPSS could assist contractors in any other way with PQS. It was highlighted that it would be good if locum agencies could collate information and advise as to locum competencies to ensure on the day of declaration these are in place.

Action: Contact locum agencies to see if they can collate locum competencies.

10: Service development & support

Meeting Groups – CS, Surrey Palliative and End of Life Care Medicines Clinical - concerns have been raised in Surrey regarding the availability of the palliative care drugs. MH now sits on a separate group to explore how they can alleviate the stress on 111. East Sussex Respiratory Clinical Leadership Group, HEE, LFT Testing, Public Health, East Sussex ICS MO Workforce steering group, Regional CGAG, DPS, Surrey PNA, Surrey Respiratory Network, Sussex Flu Planning Engagement Group, CDLIN – Sussex, CVD Brighton, DMS.

Attended- Surrey Heartlands ICS Partnership Forum, PM Academy Webinar Clinical Pharmacists in Primary Care leading the care of Diabetes patients, RSG Focus Group, LPC website workshop, PM Integrated Pharmacy and Medicines Optimisation Conference, PSNC Conference.

Presented at MOOG, Respiratory clinical leadership group, ES/WS/Surrey PH – Hypertension, PQS, Stop Smoking.

NHS England – linked up with Themba Mhlanga, Pharmacy and Optometry Senior Commissioning Manager NHS England and NHS Improvement

Met with Novo Nordisk- support guide for pharmacist sent in newsletter – possibility of sponsorship.

Carers UK- Brighton - sharing of posters and events in our newsletter. Submitted an article for their newsletter to highlight pharmacy services in January.

Parkinson's UK- Linking with NMS, sharing of free training for pharmacists, event dates and possibility of sponsorship.

Surrey Sexual Health Outreach Group (SHOG) Meeting.

East Sussex MECC CVD Project. The Primary Care team are looking at how to diagnose cardiovascular disease in the community. Offering free BP machines to patients.

Area Manager Forum – 7 attended, feedback was good, next forum date April 22.

Service clinic carried out in November and several support calls have still taken place.

The members reviewed the WS LCS data up until end of Q2. Its key to reinvigorate these services. MH has submitted a document to Public Health to try and increase fees as they review their budget (as requested by Kate Bailey). Currently service provision not back to pre-covid levels. The members were asked to feed any ideas to MH.

Alcohol Brief Advice and Intervention Service update: A meeting has taken place with the Public Health lead. The service needs invigorating, it can be provided by any staff member after completion of online training. The barriers for not providing need to be established. A webinar will take place with active providers to explain to others how they work.

The members reviewed the DMS data. Support calls made to contractors regarding the service. It was highlighted that area managers have been very helpful.

Hypertensive Case Finding Service is a new Advanced Service which went live on the 1st of October 2021. 75 Pharmacies have signed up to date. This service supports the work that general practices and wider PCN teams will be undertaking on CVD prevention and management. The service involves the pharmacist identifying people over the age of 40 (or under 40 at the discretion of the pharmacist), with potential hypertension who have previously not had a confirmed diagnosis of hypertension. GP's can refer existing patients who are on medication or undiagnosed to the pharmacy for BP clinic checks. The approved equipment list is published on PSNC, this can cost more than £1000.00 and the service must cease if this is damaged or not returned. The setup fee is £440 with £15 per clinic check and £45 per ABPM. An incentive fee of £1,000 will be available if 5 ABPM intervention are provided in 2021/22, followed by a payment of £400 in the subsequent years if the pharmacy reaches the thresholds for those years (15 ABPM interventions will be required in 2022/23 and 20 in 2023/24).

The stop smoking advance service pilot is in place between 14 September 2020 and 31 January 2022 and due to be commissioned nationally from January 2022. In West Sussex Kate Bailey is keen to work with acute trusts and this is a good add on to the LCS. Pilot areas include Oldham - Greater Manchester and Southwark and Lambeth. The service will rely on working with Trusts and Public Health and linking in with ICS's. The service involves NHS Trusts referring patients discharged from hospital to a community pharmacy of their choice to continue their smoking cessation pathway including providing medications and behavioural support as required. This is in line with the NHS Long Term

care model for tobacco addiction. There is a setup fee of £1,000, a fee for the first consultation of £30, a fee for each interim patient consultation of £10 and a fee for last consultation of £40. The service is due to be commissioned January 2022.

C-19 lateral flow device distribution service update:

The Pharmacy Collect service which started 4th October has seen a decrease in numbers since the new spec was released. It was highlighted that all patients can be supplied with or without the 16-digit code also that NHSE may be alerted if too many supplies are done without a code. It was raised that reporting the 16-digit code is time consuming and clunky.

Action: MH to raise with NHSE that some contractors are worried they will be targeted if they supply too many without the 16-digit code.

Pandemic home delivery advanced service update:

Due to the figures, it is likely that not all work is being claimed for. Service is live until March 2022. The payment is aligned to the banding for the transaction payment.

The members reviewed the flu vaccination numbers and the Covid Phase 3 Covid vaccination numbers.

NHSE are taking on an additional 2 Covid Phase 3 vaccination sites and 10 localities have been identified where a further EOI will be circulated. There are approximately 48 pharmacies providing phase 3 across Surrey & Sussex, 28 of which did not participate in phase 1 or 2.

HLP update: 5 places filled between 1/9/21- 28/10/21 which leaves a number of spaces left to fill. The members were asked for any suggestions to increase the uptake of this training. It was suggested that PCN leads may assist and also advertising in the newsletter. It was questioned if the contractor would have to pay if the test was failed for a re-sit.

Action: MH to establish if failed exam would cause the contractor pay.

Other updates:

MH has highlighted that there is not a condom distribution service or a chlamydia service available in West Sussex and is pushing for this and for a fee increase for EHC. Brighton & Hove are looking at a potential new ADHD service where community pharmacy would complete monthly checks for children including weight and height before re prescribing occurs. This service is currently available in The New Forrest. Training would be provided to upskill in this area and potentially run IP clinics run with patients. Scoping meeting only currently.

There is a plan in place to relaunch the NHS health check service, any ideas to support are welcome. A webinar was suggested as may assist with numbers and engagement. MH has asked if they can review the fees. It was highlighted that face-to-face delivery is a huge barrier at this time both from professionals and patients. It was discussed that due to current circumstances now may simply not be the time to try and relaunch a face-to-face service and that other services such as alcohol scratch cards may be better to invest in, but that upskilling can still take place in the meantime.

Brighton:

Hep C on pause.

Alcohol awareness – HLP commissioned service - £50.00 paid training and £100.00 paid service delivery. Looking at introducing in January 2022.

DBS question added in PharmOutcomes as a tick box. Public Health will reimburse contractors for enhanced DBS checks by submitting invoice.

East Sussex:

Progesterone Quick start service 3 pharmacies – Janet Rittman supporting PGD completion. Respiratory Clinical Leadership Group, primary care would like a presentation in January from Community Pharmacy. MH met with Public Health and gave a presentation with great feedback received. This will be shared with the Head of Primary Care. They discussed funding for PCN leads and Clinical Director engagement

Surrey CCG agreed new LCS for fidaxomicin and vancomycin for treatment of C. difficile

Surrey Flu vaccination LCS - 27 commissioned, 196 vaccines delivered – schools being approached for pop up clinics

New ondansetron service in Frimley - waiting for Training dates.

Surrey Blood Pressure Plus (BP+) Launch webinar 23rd Nov – 26 pharmacies to go live. Pharmacies has been contacted who were unsuccessful and equipment asked to be returned.

CDS - Condom distribution service – discussion for LCS.

HPV and Depo service discussed.

Hosting webinar for chlamydia training 2 dates in Feb 22 - focusing on claiming, process and barriers.

NHS Health check service plans to relaunch and increase delivery – Survey sent out.

Surrey Dynamic Purchasing System update:

Pharmacies register online on a portal called Proactis, after this they can bid for all or combination of 7 LCS contracts.

The length of the contract is 5+2 years. The tender process must be completed by 12 noon on Monday 6 December

2021. At this time 81 pharmacies have not started the tender. MH is running clinics (advertised in the newsletter) so

she can support. SCC have also committed to contacting pharmacies so will work with MH to avoid duplication calls.

If contractors do not submit their tender, they will not be able to apply after April. The portal is only open for a certain

amount of time, it is unknown after this when it will open again.

WS, ES and SCC looking to review tariffs for LCS.

CGL - Waiting for a meeting date tbc but agreed prescribing will not return to pre-Covid levels.

Service evaluation tool completed and uploaded to website; this will be used to rag rate services in due course.

Palliative care service Sussex – awaiting sign off £550.00 increase from £300.00 no update but has been escalated

Palliative care service Surrey - fee increase from £300 to £548.17- signed off and live. Meeting with CCG to discuss out of hours provision and community pharmacy service.

11: PSNC Conference

The members were given an update from the recent PSNC conference. The recruitment for Simon Dukes replacement is still ongoing, interviews did take place however a suitable candidate was not found, and this has now gone to head hunting. Covid cost payments - 95% received their full payment and PPV will be required for some. Annual review – in middle of 5-year deal, want to showcase how much pharmacy contribute to the Government. Evidence gathering is a focus so advice audit will be done again in 2022 along with a contractor survey and the impact on staff and costs of delivering services to include minimum wage increase. Year 4 scoping work to be done and finished for annual review. A strong focus on what is existing capacity and what evidence can and should be gathered to provide to the Government. There was an update on IP's and how this will work going forward and making sure we have services for them. NHSE have announced within each ICS there will be a pharmacy integration lead. This will be funded for the first 2 years and there is an expectation that the ICS will fund after this. The community pharmacy contract will come down to ICS level either 2022 or 2023.

12: PSNC update

The members were given an update from PSNC. They were reminded to submit data via MYS and lots of contractors have now received the early advanced payment on the 11th of November. A few contractors are still paper based, but this will eventually all move over to MYS. There is currently no update from the RSG steering group however PSNC have a two-day meeting next week so hopefully an update will be provided then. The audits have been established and revaluating what happened last year. There has been lots of feedback re workforce issues and lack of pharmacists/staff. Currently there is no replacement for Simon Dukes and the position will readvertised. It was asked if there was an update on Cat M and how it affected community pharmacy. There is no update, but SK will feedback that this is still affecting community pharmacy. It was discussed at the PSNC conference that a further minor ailments audit would take place and SK was asked if it was known when this would be circulated to contractors however at this time this is unknown. It was asked if PSNC are highlighting the workforce issue, and this is being done. At this time there is no conference feedback but once received this will be circulated. The members within CPSS that attended the conference highlighted that there was not a great deal of information shared. The members were reminded to make sure when the RSG outcomes vote comes out contractors are well informed to vote, contractors may not vote if not engaged or informed.

13: Finance Update

The members were given an update of the West Sussex LPC accounts from the Treasurer. The PSNC levy has been paid in full. Accounts will be circulated after the meeting. The levy reduction will take effect in January, February, and March. The levy will need to be reviewed toward the end of the financial year. The members reviewed the CPSS accounts. It was raised for Governance purposes there should be a double signatory needed for payments. The members agreed to instate this and to accept the PSNC finance sub-group terms of reference.

Decision: Instate double signatory for accounts.

Action: MC to sort the double signatory mandate out.

14: Market entry

2 awaiting response.

15: Proposal for 2022-23 committee meetings

These were circulated prior to the meeting. There were no issues raised so these will be implemented. The members discussed if they would like to have a joint meeting or leave separate for February and then have a joint one in the next financial year cycle. The members agreed for a separate LPC meeting in February and also that this be face-to-face.

Decision: WS agreed for separate meeting in February.

16: AOB

Nothing raised

17: Close

Future meeting dates & venue

LPC Committee Meetings

East Sussex LPC	West Sussex LPC	Surrey LPC
The East Sussex National, Uckfield, TN22 5ES 9.30am – 4.00pm Please note these will be online Zoom meetings until further notice.	The Old Tollgate, Bramber, Steyning, BN44 3WE 9.30am – 4.00pm Please note these will be online Zoom meetings until further notice.	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm Please note these will be online Zoom meetings until further notice.
Thursday 10/02/22	Wednesday 02/02/22	Wednesday 09/02/22
Thursday 12/05/22	Wednesday 04/05/22	Wednesday 11/05/22
Thursday 21/07/22	Wednesday 13/07/22	Wednesday 20/07/22
Thursday 22/09/22 Short meeting + AGM – Venue TBC	Wednesday 14/09/22 Short meeting + AGM – Venue TBC	Wednesday 21/09/22 Short meeting + AGM – Venue TBC
Thursday 24/11/22	Wednesday 23/11/22	Wednesday 30/11/22
Thursday 09/02/23	Wednesday 01/02/23	Wednesday 08/02/23

Community Pharmacy Surrey & Sussex Executive Committee:

(Chairs, Vice Chairs and Treasurers to attend – options for conference call dial in)

13th January 2022 – 15:30 – 17:00 Venue TBC

31st March 2022 – 10:00-12:00 Venue TBC

2nd June 2022 – 15:30 – 17:00 Venue TBC

6th October 2022 – 10:00 – 12:00 Venue TBC

12th January 2023 – 15:30 – 17:00 Venue TBC

30th March 2023 – 10:00 – 12:00 Venue TBC

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

13th January 2022 (hosted by Surrey & Sussex) 10:00-13:00 Venue TBC

2nd June 2022 (hosted by Kent) 10:00-13:00 Venue TBC

12th January 2023 (hosted by Surrey & Sussex) 10:00-13:00 Venue TBC

PSNC Forward Dates:

2022 PSNC Meeting Dates

2nd and 3rd February 2022

18th and 19th May 2022

6th and 7th July 2022

14th and 15th September 2022

23rd and 24th November 2022