

Minutes of Meeting of East Sussex Local Pharmaceutical Committee

Date Thursday 19th May 2022 starting at 09:30
Location: East Sussex National, Uckfield, TN22 5ES
Present: Sarah Davis, Vice Chair, Paul Antenen, Treasurer, Ankit Tyagi, Joel Daniels.

In attendance: Julia Powell, CEO, Marie Hockley, Service Development & Support Lead, Micky Cassar, Business Administrator, Jess Turner, GP CPCS Training and Support Lead.

1: Welcome & Introductions

The members agreed that Paul Antenen Chair the meeting.
CCA reporter: Sarah Davis

2: Apologies for Absence

Jas Condon, James Grieves, Craig McEwan, Mark Weston.

3: Governance Matters

The Chair asked if there were any changes to the Declarations of Interest, none were raised.
The members were reminded by the Chair of the LPC constitution and the Nolan principles.

4: Minutes & Matters arising:

The minutes from the last meeting on the 10 February 2022 were reviewed. It was highlighted that on point 18 the future meetings are still listed as being online. This will be changed, and the minutes were signed off as accurate by the Chair.

Actions in progress:

- 250 - MH to chase outstanding Palliative Care payments for all pharmacies – In progress – update later in the meeting.

5: CEO report

The members reviewed the operating plan for Q1.
GPCPCS rollout is ongoing with an update later in the meeting. PQS ended in February, no data is available at this time as to the number of pharmacies that have claimed. Palliative care and supervised consumption updates will follow later in the meeting. The 4 PNAs are in progress and must all be out for consultation by the 1st of June.

H pylori work ongoing and further update to follow later in the meeting. Two PCN lead training days took place on the 10th and 18th of May. Pfizer sponsored these events and did a masterclass in the morning around networking and stakeholder engagement. The afternoon sessions were run by CPSS and included a session on the restructuring of the ICS and where PCNs fit in, the devolvement of the pharmacy contracts to the ICS from NHSE and the hypertensive service. There is further funding for PCN Lead training available and a further networking event (evening) with backfill will take place in June/July.

The Surrey Shared Care Record and the Frimley Shared Care Record will be rolled out and available to community pharmacy. This is a shared record from various services which allows for a broader overall oversight of the patient's health. For Surrey, access will come in 2 phases, first level of access will be read only however planned in phase two pharmacy will have read and write access. Sussex are further behind in the development of this but are keen to get community pharmacy onboard.

MC is in the process of creating a CRM database for pharmacy contractors, MPs, and others, with a purpose to retain knowledge and continuity.

Hub and spoke consultation update: The Government have circulated this consultation which was discussed at the Exec meeting. It was decided due to the mixed views, that the LPC would not respond but that the consultation would be highlighted in the newsletter to make contractors aware.

September contractor event update: This will be an all-day meeting (18/09/22) and Janet Morrison has agreed to attend as a keynote speaker. There is Pharma sponsorship available, and the aim is to be cost neutral. Breakout rooms will be available including GPhC peer review discussion and a pharmacist to do a hypertension case-finding service talk. GSK have been contacted re inhaler technique (green inhaler agenda). The members were asked if they

had any suggestions to add to the agenda. Awards have been suggested, also inviting HEE. The transformation plan from PSNC may be available by this time depending on the outcome from RSG vote.

Action: Feedback to JP any ideas for the September event.

AGM update: The AGMs were discussed at the Exec meeting, and it was decided to add them on to the September LPC meetings this year. There is already an all-day contractor event in September and if the RSG vote is yes there will also need to be an EGM which will fall at the same time.

The July LPC meeting is the joint LPC meeting and will be held on the 20th of July 2022. It was suggested that the 3 LPCs have a combined meeting in the morning followed by individual meetings in the afternoon. Amy Galea and Eileen Callaghan will be attending for the East Sussex part of the meeting. James Wood will be attending as a guest speaker. The RSG vote will be known, and a discussion will need to be had around the outcome and what this means for the LPCs. The members were asked if they had any further suggestions of guests to invite. It was discussed that HEE and NHSE be invited.

Action: Feedback to JP any ideas for the July LPC meeting speaker.

Action: Invite HEE to the July LPC meeting and the September contractor meeting.

Accountant update: The accountant for East Sussex will be used across the CPSS patch moving forward.

Office PA contract has been cancelled due to price increase and small number of calls and phones redirected to JP when MC not working.

Reports from local meetings update: The 6 ICSs in the South East all wish to be early adopters. As of the 1st of July, the ICS will therefore take over the management of the pharmacy contract. There will be one administration hub in Surrey Heartlands managing the team on behalf of the 6 ICSs in the South East. There will be a delegated committee attended by a representative from each ICS and the hub team. After the hub has been in place for 6 months there will be a review on how this operates. As of the 1st of July, there will be 1 ICS across Sussex and 2 in Surrey.

NHSE have created and are funding a new 2-year Community Pharmacy Clinical Lead role with an aim to support the roll out of services. Frimley are advertising for a permanent role which Sussex will also do, therefore this role will continue to be funded ongoing by the ICS. Surrey are recruiting for a 2 year role. The LPC have been invited to sit on the interview panel for all three areas. There is also a project manager role which will shortly be advertised, and their role will be to support services that community pharmacy offer that involve acute services e.g., DMS. All 42 ICSs in England will be able to recruit for this role which will be funded by NHSE for 2 years. In Sussex it is possible that the role of medicines management and IPMO will be split. Ash Soni will be on the ICB. Beneath the integrated care board is the ICP. In Sussex this will be called the Sussex Partnership and Care Assembly which will consist of 27 people. There will be three places beneath this, East Sussex, West Sussex, and Brighton & Hove. Ideally community pharmacy will be represented on these places from the beginning to ensure representation at the ICP.

LPC member training plans update: Common themes have been identified. PSNC are planning training around these themes in the second half of the year so hopefully details will be known by June / July. Pfizer have also been approached to see if they can assist and they have a training package available around preparing bids and business cases.

The members were given an update re NMS data which has been collated with regards to claim numbers. Those that have not claimed a single NMS in a month have been reviewed. It was proposed that those that have never made a claim are called to ensure they are aware of the loss of the transitional services payment. An email will be sent individually to contractors where they have missed a month. Generic e-mail on loss of income to all contractors. A reminder has been placed in the newsletter.

Action: Call all NMS non-claimers and emails where a month has been missed. Generic e-mail on loss of income to all contractors.

6: Documents & Policies

The CPSS collaborative agreement expired on the 31st of March 2022 and has now been extended until 2023 and signed by all three LPC Chairs.

Financial risk register: The draft was circulated with the minutes. This was shared with the 3 treasurers and reviewed at the CPSS Exec meeting. The members were asked if they wished to add or amend anything. A new finance guide

was circulated from PSNC with further HMRC guidance on corporation tax and VAT liability for payments from stakeholders. PA has reviewed the finance guide and it has been suggested that a second CPSS bank account is opened for potential funds/grants to allow for separate accounting.

Action: Circulate the financial risk register for adoption decision (as unable to adopt today as not quorate).

Action: MC to set up a separate CPSS account for possible additional grant funds.

The Health & Safety risk assessment and policy has been updated. This was circulated to members prior to the meeting. There are three outstanding items. PAT testing is taking place in June. Fire risk assessment details from LMC office outstanding. Health & safety training also pending.

7: Service development and Support

NHS community pharmacy contraception management pilot update: This pilot is running in Portsmouth and Reading from Sep 2021-Sep 2022 with a possibility of extension. The aim of the pilot is to create additional capacity in primary care and sexual health clinics, it is not a replacement for local authority commissioned services. There are 2 tiers to the service. Tier 1: community pharmacies to provide more access to ongoing oral contraception. This will be provided under PGD. The fees: £18.50 for consultation fee regardless of if supply is made. If supply is made its £3.50 plus drug tariff fee per supply and there is also a set-up fee. Tier 2: Exploring the possibility of community pharmacies initiating access to contraception and recognising it as a place to support wider patient choice and create capacity.

The members reviewed the LCS data for Sussex 2021/22. There has been an increase in delivery over the last few months.

CGL meetings update: The service specs have been submitted and a further meeting needed. It has been highlighted that the SOP is under Lloyd's copyright. It has become apparent that three pharmacies in Brighton have been supplying slamming packs which include needles, alcohol swabs and condoms, and they are doing this free of charge. MH is looking into this as this should not be a service provided for free. MH is meeting with Tina Fowler, CGL to discuss this. If there is to be a service for this, the LPC should be involved. It was also highlighted that B&H would benefit from a training event for Naloxone etc and that Tina Fowler is looking into this.

The members reviewed the DMS data. Epsom & St Helier are due to go live shortly as will SASH. Hospitals have quality indicators (CQUIN) and DMS is part of this, they get their data on how many pharmacy DMS claims are made via MYS. There are significant differences in completed and claim numbers. The manual process of taking data from PharmOutcomes and then manually adding to MYS is a barrier. MH does contact these pharmacies to highlight the outstanding completions.

Hypertensive case finding service update: This service has been commissioned by NHSE SE and 283 pharmacies in the CPSS area have signed up. There is a pilot referral scheme GP pathway into pharmacy through AccuRx (secure message service). The care coordinator in the PCN will highlight a cohort of people per week who are eligible for a BP check and send them a message (after first checking pharmacy capacity). A map has been created for patients to see where they can attend. There will be a link in the message where the results from the BP tests are inputted. That goes directly onto their clinical record. If the patient needs an ABPM the pharmacy will email the care coordinator for a new link. The pilot will be evaluated after a few weeks. Sussex have now also adopted this and have three PCNs that would like to go live. This will be evaluated on how many messages go out and how many BP checks are completed.

Smoking cessation advanced service update: Sign up from the 10th of March. The members were shown the inclusion and exclusion criteria. This service should not be actively promoted to the public by the pharmacy as it is for discharge from hospital, not to replace local services. 27 pharmacies across the CPSS area have signed up to date.

NHS smoking cessation service pilot Transfer of Care to Community Pharmacy from Maternity Services update: This pilot started on the 31st of March 2022 in Nottingham University Hospital. The service spec is on the NHSBSA website and if successful will be further rolled out.

Updates:

West Sussex

- Alcohol brief intervention and advice – webinar 10th of May, alcohol wellbeing advisors and CGL presented with regards to Naloxone and Nyxoid
- Feb PH meeting: Discussed collaborative working with PH priorities and campaigns, service review, sharing information and national services

Brighton

- Alcohol awareness - HLP commissioned service not claimed money - working with Roisin at B&H to chase up and support claiming
- Stop smoking LCS meeting scheduled with Jimmy Burke public health lead
- Jan PH meeting: Discussed CV19 Vacs, national services, smoking LCS and CVD

East Sussex

- EHC PGD – Suspended due to PGD issues – plan in place to avoid this in future in form of MOU with the CCG which will increase governance assurance
- April PH meeting: Discussed sign-up, activity, training, successes & areas for improvement, national services and to meet regularly with EHC and Smoking leads

Surrey

- Surrey CCG - LCS for fidaxomicin and vancomycin for treatment of C. difficile
- Surrey LCS Flu vaccination - FY 21/22
- Frimley UTI service – EOI gone out to pharmacies in Frimley. The pharmacist to supply nitrofurantoin, when indicated to patients in line with the requirements of the locally agreed PGD in uncomplicated patients presenting systems as detailed in spec
- Ondansetron service in Frimley- Up and running, 1 pharmacy contacted had received their first prescription and evaluation is planned in due course
- CDS - Condom distribution service – MOU, £50 retainer, £4 per supply, committee approval now received
- DPS - waiting for information on date portal will be reopened

Updates:

- Weight management - NHS Low Calorie Diet Pilot Programme Guidance for GP practices, total meal replacement diet 800-900 kcals provided by Xyla (Pharmacy cannot refer patients into this, this is GP only referral, but pharmacy can signpost to surgeries)
- HLP champion - 25 assessments completed, 3 invalidated/not achieved and 38 workbooks. 6 new signups in Q4 - used 74 places out of 194
- Pharmacy collects Lateral flow test: Completed Transactions for Covid-19 Lateral Flow Device Distribution Service
- Palliative care - Service spec due to be signed off through final stages, £1000 approved, Jo Piper collating data for payments owed 20/21, 21/22. MH does not have access to information of who is owed funds
- H Pylori, Mar Charts and Gluten free services have been escalated for review
- Sussex Lung cancer service ended 31.3.22

Forward view:

Next three months

- Roll out of the GP AccuRx pathway
- Discussions with trusts regarding smoking cessation service
- Expression of Interest Surrey CDS – this will now be circulated
- Area manger forum (date TBC)
- Next round of service clinics
- CGL substance misuse contracts
- Palliative care payments and continue supporting LCS claims to be paid
- Collation of data for PCNs without funded lead for hypertensive case finding service
- PCN Lead training events
- Next rounds of PH meetings and stakeholder meetings
- Annual review prep
- Brighton PGD renewals

8: Caroline Chileshe – Deputy Chief Pharmacist SECAMB

The members were given an update from Caroline with the main aim to establish collaborative learning from incidents. Caroline's role has been in existence for 7 months and spans both 111 and 999. Incident feedback & learning – main route is to the Patients experience team.

Patient Experience Team

South East Coast Ambulance Service NHS Foundation Trust, Nexus House, 4 Gatwick Road, Crawley, RH10 9BG

Tel: **0300 1239 242**, Email: pet@secamb.nhs.uk, Text/SMS only – **07824 625370**

Action: Circulate the incident reporting contact details.

There is a form for incident feedback & learning which will enable identification of issues including patients misusing 111 for medication etc to increase patient safety and also allows feedback to community pharmacy and GP practices. It has been highlighted that this document should be made electronic which CC is looking into. It has also been highlighted that some CPCS referrals are inappropriate including Mental Health referrals. It has previously been suggested that the form could be a Microsoft form. CC has looked into this and will update as soon as the outcome is known.

Action: CC to update re electronic form use.

CC confirmed that at this time the feedback option on PharmOutcomes re CPCS referrals does not get relayed back to them. There is a CPCS training package for call handlers which will shortly become available to assist with internal education on what can and can't be referred via CPCS.

Action: JP will approach PharmOutcomes to establish where the feedback goes.

9: GP and A&E CPCS

- 36 Practices live/trained in East Sussex within 15 PCNs
- 30 Practices live/trained in West Sussex within 14 PCNs
- 21 PCNs live in Surrey
- Over 3600 referrals made across Sussex & Surrey
- Pilots starting this year for referrals from 8 UTCs/A+E
- National support offer to GP practices from PCC – should encourage & improve usage
- Online webinar for pharmacy contractors to share best practices as we move to BAU

JT has created a webinar highlighting best practice of CPCS GP referrals. The members reviewed the referral data.

10: RSG Update

RSG hosted meetings in March and May and the prospectus has now been published listing the recommendations. Voting will take place in May and results due in June. RSG are running events nationally to support, JP attended the national meeting and MH attended the regional one. JP gave a brief update from the meeting. The members discussed the recommendations. Once the vote is known plans will be put in place for PSNC timescales. The main LPC differences are the recommendations that the LPC should match the ICS footprint. The LPCs that do not match an ICS footprint have been mapped out (this includes Sussex), Surrey LPC match Surrey Heartlands ICS. LPCs will have KPIs. There will be an RSG section at the joint July LPC meeting. The members were asked for suggestions of how to encourage contractors to vote.

Action: Signpost contractors with regards to where they can get RSG information and updates and encourage voting and embed the summary and full prospectus.

11: PSNC Update

Pharmacy Pressures Survey: The results of PSNC's survey have confirmed the impact of current pressures on teams, businesses, and patients (full details on the PSNC website). There has been a lot of press interest in these results, which has mostly focussed on medicine supply issues. Additionally, the PSNC team are currently working through the Advice Audit results and hope to be able to release those publicly soon. Together, this data will be used for media and public affairs work to help us build advocates for the sector.

HRT medicines supply: Following growing public concern about obtaining HRT drugs, PSNC has been approached by a number of media outlets about this issue. The PSNC team is seeking to reassure patients (as well as to raise awareness of pharmacy workload pressures) when speaking to journalists. Last week community pharmacy representatives (including PSNC Committee Members) attended a government meeting about disruptions to the supply of HRT medicines (more information on the PSNC website). Wider supply problems (including pricing issues) are also being looked at in PSNC's work with DHSC.

PSNC and LPC websites: The new PSNC website is now live, as well as the new LPC sites that PSNC hosts. Any constructive feedback on the new websites is much appreciated as the team is still working with developers to make improvements.

Negotiations for 2022/23: Formal negotiations between PSNC, DHSC and NHSE&I on the arrangements for CPCF Year 4 (2022/23) continue. Details of any agreement reached will be released to contractors as soon as possible.

Parliamentary work: APPG meetings are ongoing, and the Group hopes to publish its inquiry recommendations and have a Parliamentary reception before the summer recess, more details on these will be released soon.

Pharmacy Representation Review: The RSG has published its proposals ahead of a contractor vote next month. The proposals aim to strengthen governance, better align with the NHS, appropriately resource representatives, and strengthen collaboration (full details are available at: pharmacy-review.org/contractor-proposals/). The Group has produced an executive summary and two short animations as quicker ways to digest the information. The timetable for the voting process is as follows, 29th April: Proposals published, 29th April 2022 - 26th May: Four-week reflection period, 27th May - 17th June: Voting takes place, 22nd June: Results expected. Contractors are encouraged to engage with the RSG's work by reading the proposals and attending an engagement events.

12: Finance update

The East Sussex accounts are with the accountant and the accounts should be available soon. The members reviewed the finalised figures from last years budget (awaiting ratification from the accountant). The members reviewed the CPSS finalised figures from last years budget.

13: Market entry

Awaiting outcome

Application for inclusion - Westham

No significant change relocation – Lewes Rd, Brighton

Oral Hearing - awaiting outcome

No significant change relocation – Uckfield (it was highlighted that the outcome for this has been circulated but not to the LPC at this time).

Action: MC to chase outcome of market entry appeal.

14: AOB:

Nothing raised.

15: Close

16: 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	The Old Tollgate, Bramber, Steyning, BN44 3WE 9.30am – 4.00pm	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm
Wednesday 20/07/22	Wednesday 20/07/22	Wednesday 20/07/22
Thursday 22/09/22 Meeting + AGM	Wednesday 14/09/22 Meeting + AGM	Wednesday 21/09/22 Meeting + AGM
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)

9th June 2022 – 15:30 – 17:00 Online

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)

9th June 2022 (hosted by Kent) 10:00-13:00 Online

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

PSNC Forward Dates:

2022 PSNC Meeting Dates

22nd September 2022