

Minutes of Meeting of West Sussex Local Pharmaceutical Committee

Date: Wednesday 1st February 2023 starting at 09:30.
Location: The Old Tollgate, Bramber, Steyning, BN44 3WE
Present: Mark Donaghy, Chair, Yola Barnard, Vice Chair, Sam Ingram, Skye Leach, Sam Grieve, Alan Salter, Nisheet Patel, C J Patel.
In attendance: Julia Powell, CEO, Marie Hockley, Depute Chief Officer, Micky Cassar, Business Administrator, Jess Turner, Service Development & Support Lead.

1: Welcome & Introductions

The Chair welcomed the members and guests to the meeting.
CCA Reporter appointed:

2: Apologies for Absence

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 30th of November 2023 LPC minutes and if there were any issues with the accuracy. None were raised. The Chair signed the November LPC minutes as a true account of the meeting.

The members reviewed the action log:

- 346 - Bank cards - Sam G and CJ not received bank cards, MC to chase up. – In progress.
- 356 - Circulate MH slides to all members prior to meetings. Complete.

5: PSNC Update:

SK has confirmed that he will not be standing for the role of PSNC rep for the SE from the 1st April, the members agreed to send a card of thanks to SK.

Action: Send electronic card to SK.

The PSNC election process for the new South-East regional rep has started and current IND contractors EOI have been requested. One EOI has been received to date.

PSNC have circulated the pharmacy pressure survey which all contractors are encouraged to complete. This will be highlighted in the newsletter.

Action: Include Pharmacy pressure survey in the newsletter.

The members discussed proposed pharmacy closures and current workload pressures.

Action: Circulate a communication to highlight that support and guidance is available from the LPC.

6: Market entry:

Awaiting outcome:

Application to offer identified future need – Forge Wood, Crawley – chased November still no answer

Consolidation – East Grinstead

Application for inclusion – Crawley

Consolidation – East Grinstead

Consolidation – Crawley

7: Ciara O’Kane & Eve Rockell NHS Sussex Update:

Ciara O’Kane, Community Pharmacy Clinical Lead. Eve Rockell, Community Pharmacy Project Manager.

The members were given an update from CO. ER will now be in post until March 2024. The majority of community pharmacies in Surrey & Sussex are signed up to GPCPCS. If anyone has any issues with GPCPCS or 111 referrals please relay these to CO. Funding has been obtained for the PCN leads for one day a month (backfill). This should enable more time for engagement and improvement of relationships for GPCPCS, NMS etc. CO is meeting with JP to discuss how these payments will be made.

It was asked if patients could simply be signposted to attend pharmacy for GPCPCS rather than have to be referred. Cornwall and Lincolnshire do this, and this reduces impact on surgery staff. CO is also looking at the IP pathfinder so if anyone is keen to get involved contact CO.

Action: CO will look into the possible route of GPCPCS referrals going straight to pharmacy – a Pharmacy First scheme.

Action: CO to submit IP pathfinder proposal, potentially as an add on for GPCPCS and keep MH updated.

It was raised that in Manchester grants are being given for security upgrades. Staff are receiving threats of violence, swearing and general abuse. It would be a good gesture from NHS Sussex to acknowledge the pressure in pharmacy. It was asked if there any potential for pharmacy grants for security upgrades. CO will feed this back.

Action: MD to send details of what Manchester actions in relation to security grants to CO.

8: Service Development & Support

The members reviewed the West Sussex LCS data, supervised consumption (and needle exchange and naloxone) LCS comparison year on year. The needle exchange decline was highlighted, patients must be getting their clean equipment somewhere. The supervised contract for WS will include £10.00 per client per month fee and the quarterly review. There isn't a quarterly prompt from PharmOutcome but you can flag it as a pop up on the PMR. You can also run a report from PharmOutcomes once a month to see when the review is due. It will remunerate for supervised and unsupervised with an uplift and all pharmacies will be able to sign up to the service. This will be advertised in our newsletter to highlight that the service spec has been changed.

Action: Highlight in newsletter re service spec change.

Part of the review includes a question if they have Naloxone which can then lead into this service. It was highlighted that changes in the dispensing from the key worker should not just be done via a call but with a follow up email followed up by an acknowledgement email. This has been raised by MH as NHS mail is needed to be able to send the patient details (CGL need this). The members also reviewed the hypertensive case finding data. MH is putting CPSS/NHS Sussex forward for 2 HSJ awards and has also written to the editor of the Pharmaceutical Journal with regards to the hypertensive case finding service.

Action: MH to follow up with CGL that there needs to be an email for prescription changes followed up by an acknowledgement email.

CGL issues with holiday scripts were raised, blue prescription with dispensing date / instalment date issues. The NPA were asked for advice. It was asked if anyone else had this issue with CGL. This will be fed back to Tina.

Action: MH to feed back to Tina re the issues with blue holiday prescriptions.

The members were shown the proposed smoking tariff (proposed from 1st of April) and were asked for their opinion. There are no major changes to the service spec. The members approved of the proposal. MH has challenged the learning gateway as currently you have to register each individual person (create account). In the search criteria when trying to find the training it doesn't always find through keywords. This only needs accessing if they want face to face training (predominantly online). The new contracts will be available shortly.

The members reviewed the proposed NHS Health Check tariff. It has been asked if there could be a self-declaration for the patient to show if they are in a priority group. All training is now online not face to face. It was suggested that where covid clinics have been and capacity already exists, that these locations are targeted for the service. Mapping so surgeries can send out the letters and work with the pharmacy would be beneficial. It was asked if costing could be done to establish viability of the service at a location (considering patient numbers / cohorts / locum costs / consumables etc) to help with engagement. The members were asked if it would be beneficial to have a webinar at the end of March to highlight the service and go through the new tariff to encourage sign up for the 1st of April (could be recorded and shared). It was suggested doing an online launch event first and if there is good attendance look at doing a live launch.

Action: MH to feed back that that a recorded webinar be produced to promote the service.

LPC updates:

The following services are currently going through the decommission/recommission process.

- H Pylori - Sonar decommissioned – Agreed to have a Sussex wide service.
- Gluten Free – Sonar decommissioned (any outstanding claims on Sonar need to be highlighted to the LPC who will advise how these payments can be made).

Action: Send out instructions again as to how payments now need to be made (for H Pylori and Gluten Free).

- MAR Charts - In process of discussion (including adult social care and social services).

- Palliative care – All contractors paid apart from 7 outstanding (bank details are being obtained/set up).

West Sussex

- Public Health meeting 1.12.22 - Discussed the fee uplift, review of service model and how pharmacies can support to deliver.
- Meeting 31st Jan 23 to discuss proposed tariffs.

East Sussex

- Public Health Meeting 9.1.23.
- Working with Colin Brown Public health tobacco lead on East Sussex Tobacco strategy.

Brighton

- Smoking service specification confirmed.
- Chlamydia treatment: PGD Doxycycline expired 31/12/22 - service has been suspended.
- Monthly payments have been agreed as of 1st April.
- Public Health Meeting 9.1.23 – Discussed HLP service and incorporating Alcohol Brief intervention, training events and CGL.

Surrey

- SCC LCS FLU vaccinations.
- Condom distribution service (CDS) Training webinars: Feb and March 23.
- Public Health Meeting 19.1.23 - Discussed BP+ and NHS Healthchecks, asked for review of fees and Substance misuse service spec to reflect unsupervised workload.
- UTI and infected bites PGD.
- C difficile.
- H Pylori.

NHS Community Pharmacy Smoking Cessation Service 110 pharmacies signed up – 43 Surrey, WS 29, ES 23 B&H 15
Hypertensive case finding service – 388 signed up- Surrey 153, WS 74, ES 116, B&H 45

DMS

- Ciara O’Kane setting up meeting with SCFT.
- SASH, Epsom and St Hellier, SPFT, SCFT - Not live.

The members were given a GPCPCS referral update.

Surrey Downs has funding to offer pharmacies Pharmalarms and CO has been asked to see if she can arrange this for Sussex.

Forward view:

- Continued roll out of the GP AccuRx pathway.
- Discussion and meetings ongoing with trusts regarding advanced services roll out.
- Surrey CDS service- Training webinars - Feb 23 and March 23 with more dates TBC.
- C Diff and H Pylori rollout Surrey.
- De/Recommissioning Gluten Free, H Pylori, MAR charts Sussex.
- Support for DPS Surrey ongoing.
- Area manager forum – Postponed until Q1/Q2 23. The members discussed if this should be opened up to a manager forum. Pharmacy services management type webinar to help with information and support. It was suggested smaller sessions would assist. MH will bring this to the ES and S LPC meetings for input.
- **Action:** Open the area manager forum to all pharmacy managers and circulate agendas prior to meetings.
- PQS and Service Clinics.
- CGL substance misuse contracts – Needle exchange and Naloxone.
- Palliative care.
- Continued collation of data for PCNs without funded lead for hypertensive case finding service.
- PCN Lead support- presenting at PCN meetings and advising on local matters.
- Next round of PH and stakeholder meetings.
- Service fees and contract renewal from 1st April 23.

9: CEO Report

- The members were given an update on progress of the Q4 and Q1 Operating Plan. In Surrey Heartlands and Frimley, the Surrey Shared Care Records will include community pharmacy. This will have more information than the summary care records. In Frimley, Day Lewis are piloting this. In Surrey Heartlands they are currently looking for a pilot location and this will eventually roll out Surrey wide. This will enable more informed clinical decisions to be made. JP is pushing for the Shared Care Records to be made available in Sussex.
- A GP surgery and pharmacy networking meeting took place in Reigate, Surrey which was very successful and will hopefully be repeated every 6 months.

- Surrey Downs have signed an MoU to support CP PCN Leads and provide backfill for 1 day a month. There was a launch event in January including GPs and ICB representation to discuss how working together can progress. The funding will also go towards launching a new UTI PGD service and also pay for PharmAlarms for the next 12 months. In Sussex and Surrey Heartlands funding bids have been successful which will fund the PCN leads for 1 day per month, the LPC will receive funding which will allow for support, training, and administration. This is in the process of being set up and the job description created. Once this is done all the current PCN leads will be asked to confirm if they are continuing in the role and if not, a replacement will be sought. There are also some HEE funds for training which will be used to pilot training for PCN leads once the leads are in place.
- NHS Sussex – There is a new appointment for Chief Pharmacist, Helen Porter.
- Antibiotic supply issues – In December in response to the antibiotic shortages, a successful process was set up in Sussex which has been favourably mentioned as to the joint working between meds management, secondary care and community pharmacy. 6 pharmacies were identified that were open over the period across the Sussex locality and the local hospital supported them with antibiotic supplies. The outcome was a reduced attendance at Sussex hospitals and collaborative working was excellent. Eileen Callaghan has written a paper around what the system did, benefits, impact and what could be done differently should this happen again. This has been submitted to NHSE regional and national level. JP was thanked for her work on this. Linked in with this, in Sussex respiratory hubs have been set up which moving forward may link to OOH services.
- MP communications – PSNC requested LPCs contact MPs re pressures in community pharmacy. This was sent to all the MPs across our patch, and we received responses from 3. Sir Peter Bottomley MP also did a pharmacy visit to Boots in Worthing.
- Reports from local meetings – NHSE have announced the Independent Prescribing Pathfinder Process for community pharmacy. There was a NHSE contractor webinar last week. The pathfinder is an EOI from IBCs who will come up with a proposal of what service they could bring to their ICB using community pharmacy independent prescribers. Community Pharmacy Clinical Leads are leading on this for the ICB, putting a proposal together and submitting it. The deadline is 28th Feb.
- The members discussed the upcoming CPSS conference on the 12th of March. The importance of this event was highlighted, and that attendance is vital.

10: TAPR Update:

The members were given an update on the upcoming SGM agenda and meeting and discussed the next steps following the SGM vote outcome. If the vote is to accept the proposals the election phase will begin. Depending on IND EOI numbers we may need to go to a vote. The levy holiday for WS will also need to take place to take reserves to East Sussex LPC levels.

11: Finance Update:

The members reviewed the West Sussex accounts and the CPSS accounts YTD. The WS accounts were discussed. PSNC have sent an indicative levy figure for the next financial year. It was highlighted that the levy needs to be agreed if this will be flat rate or % for the new committee. It was requested that all member claims are made by 31st of March 2023 to allow for close of this years accounts.

12: Operating plan:

The operating plan was discussed, and the points noted to amend the draft following feedback from all 3 LPC's.

13: AOB

The members were encouraged to take CPSS conference flyers and invite colleagues to the 12th of March conference.

14: 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	The Old Tollgate, Bramber, Steyning, BN44 3WE 9.30am – 4.00pm	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm

Thursday 18/05/23	Wednesday 03/05/23	Wednesday 10/05/23
Thursday 20/07/23	Wednesday 12/07/23	Wednesday 19/07/23
Thursday 14/09/23 Short meeting + AGM – Venue TBC	Wednesday 13/09/23 Short meeting + AGM – Venue TBC	Wednesday 20/09/23 Short meeting + AGM – Venue TBC
Thursday 23/11/23	Wednesday 22/11/23	Wednesday 29/11/23
Thursday 08/02/24	Wednesday 07/02/24	Wednesday 15/02/24

Community Pharmacy Surrey & Sussex Executive Committee:

(Chairs, Vice Chairs and Treasurers to attend – options for conference call dial in)
30th March 2023 – 10:00 – 12:00 Venue TBC

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

PSNC Forward Dates:

2022 PSNC Meeting Dates

National Meeting of PSNC and LPCs 2023: Thursday 18th May 2023, 10am-3pm, Location: Online

Annual Conference of LPC Representatives 2023: Thursday 12th October, 10am-3pm, Location: London