

Minutes of Meeting of West Sussex Local Pharmaceutical Committee

Date: Wednesday 17th May 2023 starting at 09:30.
Location: The Old Tollgate, Bramber, Steyning, BN44 3WE
Present: Mark Donaghy, Chair, Yola Barnard, Vice Chair, Sam Ingram, Alan Salter, Nisheet Patel, C J Patel.
In attendance: Julia Powell, CEO, Marie Hockley, Deputy Chief Officer, Micky Cassar, Business Administrator.
David Clarke, GPhC.

1: Welcome & Introductions

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

2: Apologies for Absence

Sam Grieve.

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 1st of February 2023 LPC minutes and if there were any issues with the accuracy. None were raised. The Chair signed the February LPC minutes as a true account of the meeting.

The members reviewed the action log:

- 369 - CO will look into the possible route of GPCPCS referrals going straight to pharmacy – a Pharmacy First scheme. Complete.
- 370 - CO to submit IP pathfinder proposal, potentially as an add on for GPCPCS and keep MH updated. – In progress.

5: CEO Report

CPSS new Services Lead update: The role was advertised on Indeed and C&D. The applicants were shortlisted and interviewed. The position has been offered and verbally accepted pending references and contract signing. The start date should be 21/08/23.

Q4 and Q1 Operating Plan update: Funding from Sussex ICB and Surrey ICB for CP PCN leads. Once funding is received the start date will be set.

PCN lead update: Funding has been secured from Surrey Heartlands ICB and Sussex ICB to enable backfill for leads one day / month. Also, a payment to the LPC for administration, support, and training. As part of this a CRM is being built for us to allow for PCN leads to update us with what work they are doing, information sharing and for evaluation of the service. The CRM will allow for more consistency. Sussex has been invoiced and Surrey are deciding how they wish to invoice. HEE also have provided funds for PCN lead training for the South East region. Three training companies were contacted for training proposals which were reviewed by the Chief Officers. Captivating Solutions were chosen, and the training is due to be delivered in June. There will be prework, face to face training and then follow up training.

Surrey Heartlands ICB and Frimley ICB shared care records are in test pilot stage. Once these tests are complete, the rollout can proceed. JP looking into getting this rolled out in Sussex also.

TAPR recommendations – AIMp have confirmed their places from 1st of July, MD appointed, Paul Antenen, Dan Melrose, Misha Patel. CCA have not responded as yet but are expected to respond by June. There are 2 IND vacancies and members were asked to approach any IND contractors who may be interested.

Action: All to approach Independent contractors re-joining as an LPC member for Sussex.

Surrey Heartlands ICB are running an engagement event this evening. A number of directors from Surrey Heartlands ICB will be attending and contractors in Surrey are being encouraged to attend.

ICB Paper – as part of management of the community pharmacy contract, management was delegated down for Pharmacy Optometry and Dental. In Sussex focusing on GP and Dental services. In Surrey they are focusing on

community pharmacy engagement. It runs as a Committee in Common (reps from all 6 ICBs with rep from NHSE). Up until now Surrey Heartlands have been administering this. As of 1st of July this and it will move to Frimley ICB.

List of contractors was obtained who hadn't signed up for provider pays. NHS Mail applicable to those not signed up to a provider IT platform. Calls made to pharmacies outstanding in Surrey. MH has met with PharmOutcomes Team to discuss the CPCS changes. Contractors needed to sign up to a provider pays model by the end of March 2023. BaRS IT system will support sending the referral to the preferred provider pays IT platform (this is unlikely to be ready within the next 12 months).

IP update: JP is working with a Sussex GP Federation and have submitted a bid together for funding for DPP support. In Sussex at this time there are no funds to do this but this will be revisited, JP will also approach HEE for this.

Covid antivirals are now available to community pharmacy free of charge and will get £2.50 to dispense. However, it cannot be guaranteed that a pharmacy will order in and stock Therefore an LCS is being considered to commission a certain number of pharmacy to hold this stock so that patients can be signposted to these pharmacies e.g. over a Bank Holiday. There are 2 other localities in England that have this LCS (slightly different). The members discussed what the potential LCS should look like and what fees would be needed. This is being discussed and if agreed EOI will be sent to all pharmacies.

Annual Report and AGM update: An AGM will need to be held for the end of the committee finishing on 31st of March 2023. The members agreed that the AGM should be attached to the LPC meeting. April May and June will then need a separate West Sussex AGM. The members were advised that the West Sussex accounts have been sent to the accountant and MD will produce his Chairs report for the annual report by the end of June.

Action: MD to complete chairs update for the annual report by the end of June.

Document Updates: All references to East Sussex and West Sussex LPC and the logo on all docs will need to be changed. The members were asked if they were happy to agree that if there was no actual content change then these could be updated without further review. The members agreed to this. The website and all documents will be updated during June so that all up to date for 1st of July.

Feedback re CPCS 111 referrals: the members were asked if they had any issues or feedback with referrals. MH had meeting with PharmOutcomes as some referrals which should be going to PharmOutcomes are still going to NHSMail. CDAO has been made aware of the issue that the CPCS 111 online system allows for requests to multiple pharmacies for co-codamol etc.

Violence & theft:

Discussion on incidents in pharmacy. It was highlighted that the levels of threats, abuse, violence, and theft is increasing. It was noted that a security guard had to be employed in one pharmacy or else the staff would not attend work, police having to attend threats, etc. It is hard to support staff and hard to recruit. Funding for the project will support recruiting a project lead for this. The work done to date has been for hospital trusts and now community pharmacy have been invited to join. Greater Manchester LPC did have funding to enable updating of security (panic buttons etc). Sussex were asked for similar but they wish to focus on training to de-escalate situations, read body language etc. The next meeting will be held in 2 weeks' time with JP attending. It was highlighted that incidents need to be reported and this information needs to be collated. There is support for NHS staff but not a lot of people access this support within community pharmacy.

It was discussed that this is a retail issue as not just pharmacy and a joined-up approach would help. Training to deescalate would be beneficial. The members discussed if training could be made available for students as these people do not only go into community pharmacy, but they also go to hospital etc so benefits all areas. The issue of movement of staff also leads to issues as you may not know your patients as well. It was suggested that we could highlight in the newsletter that if contractors wanted to highlight issues with violence in the pharmacy to contact the LPC.

Action: JP to request training staff as part of the Sussex work.

Action: Highlight in the newsletter that contractors can contact the LPC with regards to violence incidents in the pharmacy.

6: Market entry

Awaiting outcome

Application to offer identified future need – Crawley.
Application for inclusion – Crawley.
Consolidation – East Grinstead.

Response received

Consolidation – East Grinstead – refused.
Consolidation – Crawley – approved.

PNA – due to closures HWB will look to see if a gap is identified. B&H had a meeting and no gaps were identified. The process followed in East Sussex was discussed with LPC members.

Rurality review: NHSE are conducting a rurality review around Chichester to the east and west side. JP has responded with an LPC statement. MD highlighted he had an interest.

7: Finance Update

The members were given an update of the LPC Management accounts 2022-23. A Levy holiday was implemented in April and May and the levy collection will restart for June. There has been no confirmation of the restart and this needs to be chased.

Action: Chase NHSBSA to establish if they are reinstating the levy for June.

It was highlighted that a further person needs to be added to the West Sussex account as AS is leaving. AS can give this access online.

Action: MD add to the account.

The members reviewed the CPSS accounts 2022-23.

The members reviewed the West Sussex LPC Budget for 2023-24.

8: TAPR Update

The new merged committee is getting ready for the 1st of July. There are a number of financial aspects that needed attention, matching reserves from East Sussex and West Sussex LPC's for example. The East Sussex LPC account will become the Sussex LPC account. Moving to the new committee a finance check has been reviewed to ensure our financial governance is up to date.

The South East Forum will moving forward include Hampshire and Thames Valley LPCs to mirror the South East footprint. The next meeting is in June and will be face to face. After this meeting any remaining fund in the account will be split between the original LPCs.

9: PSNC Update

No update was received.

Action: JP to speak to PSNC regarding lack of PSNC update.

10: Service Development & Support

The members reviewed the West Sussex LCS data. NHS Healthchecks have significantly increased. MD attended the Public Health meeting yesterday (online). It was raised that some contracts need chasing. They discussed the PNA and if there was a need for a supplementary statement. Alcohol intervention service, no activity for Q4. There is a new lead who MH will contact and try to establish how they can move this service forward and remunerate appropriately.

Action: MH to establish what fees other providers have for the alcohol scratch card.

Feedback has been requested with regards to issues on implementation on the stop smoking service. The activity plans need to be returned to Public Health once the service specs are signed.

CGL: Mat core is now live. B&H cannot have the same contract as WS and ES and need to have their existing contract which is payment for supervised only. MH has discussed with PH and CGL to see if B&H can get change from the Nebula IT platform.

Naloxone – tried to increase the fee but this was refused. In B&H there is currently an issue with tainted heroin which has led to overdoses. B&H pharmacies have been notified and requested to distribute naloxone wherever possible. Needle exchange contracts are still under negotiation.

Advanced services update:

Pharmacy Contraceptive service (PCS) started 24th of April, sign up not encouraged due to funding. PSNC have recommended this and we will be highlighting this in the newsletter this week.

MH has been discussing with NHS Sussex regarding using AccuRx as a pathway for the oral contraception service.

There was a needle exchange event in Surrey last week which was well attended.

Community Pharmacy Consultation Service (CPCS/GP) - List of contractors was obtained who hadn't yet signed up for provider pays. NHS Mail applicable to those not signed up to a provider IT platform calls made to pharmacies outstanding in Surrey. MH has met with PharmOutcomes Team to discuss the CPCS changes.

Smoking Cessation Service (SCS) - [Bitesize video](#) recorded and uploaded to website.

- Steve King NHSE supporting implementation (NHSE project manager) is pushing the trust to use IT platform PharmOutcomes as they already have the DMS license. This service is quite intricate and should not be used with NHS mail.
- Monthly meetings - Sussex/Surrey.
- UHS update meeting TBA, AFSP update meeting TBA, SASH moving forward, ESHT no update. CPL 's to attend monthly meeting.

Go live Plan

- TDAs in place.
- IT platform to be confirmed.
- Contact pharmacies - Check in.
- Launch webinar.

Hypertension case finding service: AccuRx Evaluation Data

The pathway has been nominated for the NHS Parliamentary awards in July and shortlisted as a finalist for the HSI awards in June. The pharmaceutical Journal has reached out to publish the project and NHSE are using this to support May Measurement Month.

We are discussing other projects that can include pharmacies collaborating with GPs and are looking into the Pharmacy Contraception Service as a viable option.

MH meeting with MP next week and will discuss community pharmacy and AccuRx. World hypertension day tomorrow and signposting from GP surgeries has been discussed.

DMS

Monthly meetings with Surrey DMS board to discuss the status of the trust, challenges, support needed and moving forward.

Sussex ESHT – Live, Queen Victoria – Live, University Hospitals Sussex West – Live, University Hospitals Sussex East – Live, SPFT & SCFT – Not Live.

Surrey Ashford & St Peters – Live, Royal Surrey – Live, Surrey & Borders Partnership – Live, Epsom & St Helier – Not Live, SASH – Not Live. Timescales of go live date have been chased.

LPC Updates

West Sussex

- Public Health Meeting 16th of May 23.
- Service specification sent out for sign up and extension of sexual health services- Supported chasing of signing.
- Webinar - PH team will review sign up activity and decide if a webinar is required.

Sussex

The following services are currently going through the decommission/recommission process – New fees agreed

- Gluten Free – Decommissioned April 23.
- H Pylori - £17.50 per test in Coastal West Sussex and £14.78 per test in Crawley, Horsham, Mid Sussex- Confirmed as Sussex wide Specification being worked on. The fees have been increased.
- MAR Charts – fee increase to £10.20 per month per patient - Status of service in discussion.

- Palliative care – £1,027 per year 76 pharmacies confirmed.

Action: MH to send the MAR Chart and H Pylori fee increase to MD and West Sussex contractors.

Brighton

- Service specification sent out for sign up - Supported chasing of signing.
- Chlamydia treatment: New PGD sent out.
- Monthly payments as of 1st of April.
- Public Health Meeting 10/7/23.
- Networking event 13th of June, the members were asked to highlight this to all contractors and pharmacy teams to encourage attendance.

Action: MH to send details of the event to LPC members.

- Member of B&H PCN Health inequality collaborative group.
- Attended TDC AGM AND Launch of Act on Cancer Together project.

East Sussex

- Public Health Meeting TBA.
- LCS Contract extension June 23.
- New specification for EHC (£25.50 per supply), Smoking Fees TBA.
- NHS Healthcheck - reviewing specification and fees.
- Working with Colin Brown Public health tobacco lead on East Sussex Tobacco strategy – completed a peer review of the service.

Surrey

- BP+ Decommissioned.
- Condom distribution service (CDS) Training webinars for the year planned in. This is a pilot service running under MoU.
- Public Health Meeting TBC July.
- Substance misuse networking event 11th of May.
- Asthma Friendly Schools.
- Green Inhalers.
- UTI and infected bites PGD – no update.
- C difficile.
- H Pylori.

Frimley

- Fortnightly catch up with Yinka CPL.
- SCS- discussions in progress.
- Integration of community pharmacy.
- DMS – access to PO discussed and shared.
- Shared AccuRx model.

Sponsored webinar Bayer Presents: Practical Management of Anticoagulation Webinar: A Pharmacist's Perspective with guest speaker Dr Sharma consultant general and interventional Cardiologist from St Peter's Hospital. Tuesday 27th of June 7.30pm-8.30pm. The members were asked to share this event information to encourage attendance.

Forward View

- Continued roll out of the AccuRX pathway and additional projects.
- Discussion and meetings ongoing with trusts regarding SCS Advanced service roll out and DMS.
- Surrey CDS service - Training webinars.
- C Diff and H Pylori rollout Surrey.
- De/Recommissioning Gluten Free, H Pylori, MAR charts, Palliative care Sussex.
- Support for DPS Surrey ongoing.
- Area manager forum – Postponed until Q2 2023.
- PQS and Service Clinics.
- CGL substance misuse contracts – Needle exchange.
- Continue recording Bitesize videos.
- Next round of PH and stakeholder meetings.
- Service fees and contract renewal from 1st of April 23 – ongoing conversations where contracts are extended.
- Updating the website, essential guides, pharmacy checklist documents.

11: David Clark GPhC

Headline register changes – the members were given an update as to the numbers increase / decrease in pharmacy numbers and roles. It was suggested that it would be good to know what the split of sector allocation is (hospital / community pharmacy etc). DC will look into if this data can be found and shared. The members reviewed the profile of the register in terms of size of pharmacy ownership is changing.

Routine inspections – The more proportionate risk-based approach to routine inspections. Random samples are selected for inspection, reinspection’s then take place at 6 months that were given an action plan. Newly registered premises are also visited both pre and post opening. Assurance calls and visits (10% of the sample are inspected. Risk based programme of work, to identify and enable targeting of work.

Insights from inspections –

Fast growth in a much broader range of clinical services being delivered in community pharmacy.

Much greater use of technology enabled models of service delivery.

More varied and complex business models.

Rapidly increasing utilisation of PIPs.

Professionals working across a broader range of settings – portfolio careers.

Online pharmacy – The number of new internet pharmacies joining the register is rising.

Fees consultation - GPhC are seeking views on proposed 7.5% increase in all fees for pharmacies, pharmacists, pharmacy technicians and foundation trainees, including those for registration and renewal.

This means that:

The pharmacist renewal fee would increase by £19 from £257 to £276.

The pharmacy technician renewal fee would increase by £9 from £121 to £130.

The pharmacy premises renewal fee would increase by £27 from £365 to £392.

12: NHS Sussex

IP Pathfinder – The 42 ICBs across England were asked to put in a proposal. In Surrey Heartlands the proposal was for minor ailment service and hypertension. Sussex has submitted one for hypertension with one GP practice and one community pharmacy. Frimley did similar and the proposals are now at national moderation with NHSE to reply by the end of May if the proposal has been successful or not. It is possible that all 42 proposals will be selected but on a smaller scale which will involve smaller funds for each ICB.

ICB Paper – as part of management of the community pharmacy contract, management was delegated down for Pharmacy Optometry and Dental. In Sussex focusing on GP and Dental services. In Surrey they are focusing on community pharmacy engagement. It runs as a Committee in Common (reps from all 6 ICBs with rep from NHSE). Up until now Surrey Heartlands have been administering this. As of 1st July this and it will move to Frimley ICB.

APC meeting update: MD attended, the Chair instructed that with regards to c.diff treatment, still no guidance of where to send patients in the absence of any service. MD hoping to have a face 2 face meeting in the future.

Flu antiviral service being looked into for winter this year. JP has offered to meet to discuss this.

13: AOB

MH raised the CCA document on services and commissioning – using the NHS standard contract.

MD highlighted that the West Sussex LPC is now finished. MD thanked AS for all his work as a superb Treasurer. CJ and NP were also thanked for all their work on the LPCs and all three will be missed.

SG is also leaving and JP will pass on the LPCs thanks for all her work.

14: Close

Future meeting dates & venue

LPC Committee Meetings

Sussex LPC	Surrey LPC
------------	------------

The East Sussex National, Uckfield, TN22 5ES 9.30am – 4.00pm	Tyrrells Wood Golf Club, Tyrrells Wood, Leatherhead, KT22 8QP 9.30am – 4.00pm
Thursday 20/07/23	Wednesday 19/07/23
Thursday 14/09/23 + AGM	Wednesday 20/09/23 + AGM
Thursday 23/11/23	Wednesday 29/11/23
Thursday 08/02/24	Wednesday 14/02/24

Community Pharmacy Surrey & Sussex Executive Committee:

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

8th June 2023 – 13:45-15:00. Venue: Sandman Signature London Gatwick Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

South East LPCs and Partners (Regional Meeting)

(Chairs, Vice Chairs to attend)

8th June 2023 – 10:00-13:00. Venue: Sandman Signature London Gatwick Hotel, 18-23 Tinsley Lane South, Crawley, RH10 8XH

PSNC Forward Dates:

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