Minutes

# Gloucestershire LPC Meeting

Thursday 13th September 2018, Staverton Court, GL51 0UX

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| **Item:** | | **Actions** |
|  | **Present**: Andrew Kings (CCA), Rebecca Myers (AIM), Sam Bradshaw, Gary Barber (IND), Neetan Jain (IND), Andrew Lane, Peter Badham (AIM) Iqbal Topia (AIM), Will Pearce (CCA), Wayne Ryan (CCA) Pete Arthur (CCA)  **Apologies***:* Sian Williams (CCA), Matt Courtney-Smith (CCA), Mike Powis (IND), |  |
|  | **Minutes of previous meeting**  *Accuracy*  The minutes were accepted as a true record.  *Items for redaction from publicly published minutes*  None  *Matters Arising from minutes*   * POL and prescribing. POL: request from WR- can we get an updated list of surgeries who are using POL. RM to speak to Chris Llewellyn and see if we can have a monthly update. Still a concern that GP surgeries are wanting to reduce workload by pushing to 56 day prescribing * NUMSAS: for discussion during PSNC update and NHS111/meeting about how this service is running locally   *Matters arising from Exec*   * Verified what the training for Quit manager is and how to book. * Real World Analytics- AL gave update about his discussion with RWA. AL advised that PSNC are in the process of reviewing how they use and give LPCs access to data. Action: look at what is available from PSNC and how we can use it over the next few months and see if we need to commission RWA data for the next meeting. * WR has spoken to H&W about Admin and as people are new there is not capacity ATM but can review going forwards. | RM  AL |
|  | **Chair and Officer Updates**  *Activity Reports*  **Chair**- verbal update. RWA actions as above  **Support-** verbal update about ESDMI service. 10 pharmacies in S. Cots area recording data. Advice is to record if we think that the patient has been referred from the surgery to prevent an appointment. Sam to contact pharmacies regularly to remind them to record data  Website- Sam would like all committee members to have a look at the website to check everything is in date and see if anything needs changing. Feedback to Sam please  ICE creates- 2 things possible for area. Referrals scheme, pharmacy refer to ICE creates and get a payment (weight management and alcohol)- ATM only methadone pharmacies allowed to sign up to audit C referrals (£2 per interaction). Room rental for health coaches- ICE creates are looking for space for coaches to meet clients. SB following up with Marie from ICE creates. SB is checking alcohol audit C referral to see if it is open to all pharmacies and will let us know- if open to all still let us know and prompt other pharmacies to sign up.  **Partnerships**- RM agreed to provide breakdown of figures for URMS to split out salbutamol patients. Discussion around how we should be dealing with patients who turn up at pharmacy re. intervention MURs and other services and clinical accountability. Look at how we could get another service commissioned using the MIIU and ED data.  **Training**- Explore grants from BHF for training and can we use this to pay for Virtualoutcomes. Boots have internal e-learning so will likely not be using it much.  SB to push with independents in order to meet their HLP requirements and for public health reasons. Have the ability to influence the training that virtual outcomes produce so have a think about what we would like and find useful  SB to visit Les at Berry Hill and write a report about the visit and see what the RSPH inspector checked so that we can help others who are getting visits. | AL  SB  All  SB  RM  RM  SB  SB |
|  | **PSNC report**  AL provided a summary of PSNCs current position as the 18/19 Funding is now being negotiated however there will be some further discussion about past 15/16 amounts “owed” prior to finalising any Agreement.  PSNC have promoted Zoe Long to Dir Comms and she will be attending the Party Conferences where PSNC have a light touch this year. Simon Dukes is keen to draw a line under the past and wants to move on from JR outcomes.  QPs should be released in next fortnight, review date will be 15th February 2019. SB/RM to create checklist after DT released and cascade to contractors. Develop a QP plan to enable contractors to meet all of the QP requirements for SBs workplan over next 6 months. | AL  SB/RM |
|  | **Committee structure**  Produce a specification, price and workflow/process- administrator or clerk for the committee. RM and SB to put this together. Send to Peter B, Gary and Andy to see if there is anyone interested within their organisations who can do the admin role.  Do we need to change job titles- wait until after PSNC have reviewed and then look at their recommendations. Leave as is for now  SB’s role and salary reviewed and agreed. AL to propose changes to SB after meeting. RM to produce new contract | RM/SB  AL  AL/RM |
|  | **LPC AGM**  RM to confirm with John that we need process within the presentation, not just technical issues. Needs to be ‘what we are going to see at the coal face’. Look for sponsorship from Pharma. Confirm with hotel. Send out invite and papers. Collate papers from exec and officers | RM |
|  | **Approval of governance documents**  RM to send copy of all of the governance procedures through to Will, then set as agenda item for ratification at November meeting. RM to send out governance documents in October to committee. | RM |
|  | **Workplan review**  Flu- Talk to the LMC. Committee want LMC to act on these poor examples that have been collected. If the LMC don’t act committee will send examples of poor practice to NHSE. RM to amend joint statement to update to this year to get LMC to sign again. PharmOutcomes now live. SB to look at email addresses for GPs and see if we can get more verified. SB to reinforce communication to pharmacies to use PharmOutcomes.  MAS- RM to write email to Liz before she amends SLA expressing committee view on proposed amendment of service specification. RM to write a position statement that we can send to contractors and CCG board if new SLA is enforced.  Social media- Andy met with Global media. Whatever we do, start the last week in September/beginning of October and run into first week of November. Andy to go back to Global and see if we can run it for 6-8 weeks. Committee has approved roughly 6-8 weeks for £6-8k and exec to approve when Andy has confirmed with Global.  Bus- Can we see if we can get a week at the end of September/beginning October for the bus next year and deliver private flu vaccines please | RM  SB  RM  AK |
|  | **Any Other Business**   * LPC self assessment- roll to November for Neetan and Mike to do * Suggestions for Novembers meeting- * LPC self assessment * Governance documents * Quality Payments * Social media * NHS app (can we get someone to come and speak to us?) |  |