**Minutes of LPC March 10th, 2022**

**Apologies:**  Neetan Jain- vice chair and IND (NJ, Gary Barber- IND (GB), Mohammed Rahman – CCA (MR), Will Pearce – Treasurer and CCA (WP).

**In Attendance:** Andrew Lane- chair (AL),) Etisham Kiani - IND(EK), Wayne Ryan- CCA (WR), Sam Bradshaw- support officer (SB), Rebecca Myers- AIM and Partnerships Manager (RM), Vas Alafodimos -CCA (VA)(via Zoom), Peter Badham – AIM (PB), Steve Ireland – AIM (SI).

**Guests: Sian Retalick (PSNC SW Rep) and James Wood (PSNC)**

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| **Welcome and introductions** | Steve Ireland (Badham Pharmacy) – new AIM rep. |
| **January meeting minutes approved** | Approved for publication. |
| **Contracts** | PB still experiencing local closures of Pharmacies and not being informed.  RM informed committee that NHSE are still running under Covid regs, expecting opening hours to be reverted to pre-pandemic hours 31/03/22. PB to send report of closures to RM to notify NHSE. |
| **LPC Vacancies** | Currently have two CCA vacancies – CCA do not have any nominations atm. AL/RM to check with Gordon Hockey regarding LPC co opting to fill vacancies. SB to check with established CCA Pharmacists if they are interested in LPC membership. |
| **Officer reports** | **AL**-  **PSNC/RSG update:**  PSNC to reduce committee and increase office staff**.** Contractor vote on prospectus; size of PSNC committee and how LPC’s are run has been delayed. PSNC concentrating on Smoking Cessation, Workforce issues and CPCS. LPC’s still have opinion on merges in localities. Negotiating next year of contract – no information at present. PB asked about remuneration.  EK discussed that PSNC had only been successful in achieving Covid costs for contractors, other negotiations have been a failure, inflations costs for Contractors have grown, is PSNC bringing that up in negotiations?  NHSE leaving ICS’s to decide on local services. AL – suggest we provide a list of concerns for SR to feedback to PSNC? Committee suggested – Capacity to provide more services in CP to enable access to more funding, increasing costs in line with inflation, reducing workload for CP, PQS for example.  Chairs Report:  February has been a quieter month than January as the Covid vaccination program winds down, however as the ICS begins to take shape its formal beginning has been delayed until 1 July due to legislative process. Despite this delay the ICS is beginning to transition with the retirement of Teresa and her role being filled by Adele Jones as *Chief Pharmacist Primary Care and Associate Director*   The RSG were due to report after 3 further contractor engagement events however the process has been delayed with no firm dates given for the contractor vote or the anticipated prospectus being issued.   Becky and Sam have both been busy notably attempting to secure further funding for the PCN Leads and seeking clarity on how National funding will be spent in the Hospital Trust to facilitate DMS.   One of the most challenging issues locally has been the unplanned closures of some Contractors due to workforce pressures which has impacted on some GP practices involvement in GPCPCS. Gloucestershire is not alone amongst SW LPCs facing this challenge.   various meetings attended in Feb were:   SW LPCs Operational Call 17 Feb  LPC Exec 17 Feb  Various calls with Adele and Gill Morgan re ICS  PCN Leads 28 Feb  **SB**- Support Officer’s Report:  Hypertension Case Finding Service – Arranging training event at Kingsholm and engaging with Contractors, Smoking Cessation Service – Understanding Spec and engaging Contractors, Pharmacy Access Scheme – Understanding new criteria from NHSE, query from Contractor and assisting with information, DMS – Looking at acceptance of referrals and getting feedback from Contractors, Care Navigation Training – Presentation on GP CPCS  PNA Questionnaire – Editing results for GCC, Winter Walk In Service – assist RM with implementation, PharmOutcomes support and ongoing service provision, GP CPCS – working with the NHSE Implementation Manager’s on training and roll out. Refresher Training requests working with RM, PQS – Reminders and additional help with links and support, Lateral Flow Testing Service – On going admin, reports etc, HLS – NRT Vouchers/Smoking Cessation training, Mailchimp – sending out important comms to contractors, LPC Website – working with MAKE to create new website  PharmOutcomes – Producing templates, updating accreditations, checking GP’s verified emails for notifications, setting up auto reports and ad hoc reports, Contact and Support to Contractors, PCN’s – PCN support, sharing of information to PCN Clinical Pharmacists.  **RM**- Partnerships Manager Report:  Meeting attended:  IPMO calls, AMS local group, Hypertension case finding x multiple calls/meetings, Calls with Teresa Middleton re. Winter Walk In, Aspen medical centre CPCS training, Church street medical CPCS training,NHSE operational meeting,ICS meds optimisation group planning, ICS flu meeting  Introduction to website changes meeting, Care navigation training Cheltenham peripheral meetings, Primary care lead pharmacists meeting, Pharmacy trainee commissioning intro meeting HEE, CCG drugs and therapeutics meeting, LPC exec.  Provided data and info on local and National services. |
| **Treasurer update** | **WR** gave overview of budget for review.  Committee gave comments on adjusting budget for WP.  New LPC expenses policy; can no longer claim individual expenses has to go through Contractor or an employee of the LPC. Treasurer role to be employed, possibly offset tax, discuss with WP. New expenses template.  WR suggested reading time incorporated into LPC meeting day; 6hrs for meeting, 3hrs for reading. Agree allowance for ½ day and full day LPC commitments. Suggested £35 p/h.  Officers left the room to allow committee to discuss pay review. Agreed 2.5% increase. |
| **LPC Website** | SB gave a brief overview of new website. Support so far has not been any better than previously. Number of issues with broken links and not easy to google new website. SB to report finding back to MAKE. |
| **PCN Leads** | MOU sent to all PCN Leads. Two have stepped down, leaving four vacancies for PCN Leads: Hadwen/Quedgeley, Berkeley Vale, Stroud Cotswolds, and North Cotswolds. SB to advertise vacancies.  NHSE have agreed funding for PCN Leads either 2 days per month over 6 months or 1 day over 12 months @ £245 per day. RM to create Proforma of job role to include expectations and objectives. RM suggested PCN Leads meeting for 28th April to include GP CPCS and HCFS. SB to arrange meeting venue. VA commented that the funding was not sufficient for backfill. |
| **GP CPCS & Winter Walk In** | GP CPCS/NHSE meetings have been cancelled on several occasions. Data received but not regularly. Committee discussed ways to improve service take up. RM suggested utilising funding that had not been exhausted for Winter Walk In Service to purchase PharmRefer for Surgeries and Contractors to assist with referrals. SB to email Pinnacle asking for new quote. RM to contact TM with proposal. Jim Emery provided presentation to RM and SB on MiDos for use in Surgeries for GP CPCS prompt. WR & EK asked for printed aide memoir for NICE Guidelines would be useful while providing consultations. RM to forward NPA guide for SB to arrange permission to use and printing. WR requested Clinical Note Taking training for Pharmacists. RM to investigate.  Winter Walk in Service to end 31/03/2022. TM to concentrate on Surgeries referral through GP CPCS. EK suggested LPC mouse mats for Surgeries with reminder to ‘think GP CPCS’ could be useful? |
| **Flu** | RM gave data on Flu season and praised Community Pharmacy for the Flu figures achieved. 2022/23 National Service will not include 50 – 64 age range. RM has already notified GCC. Non-Pharmacists will no longer be able to vaccinate as this was agreed to support pandemic. PSNC are pushing for permanent change in regulations. |
| **HCFS** | 47 Pharmacies have already signed up to provide service. Only a handful live with the service. 5 Boots stores are live. |
| **Smoking Cessation National Service** | 3 Pharmacies have signed up to provide. Looking to push back start of service in Gloucestershire till after Easter. SB has asked Pinnacle for templates; they are not yet available but should have update over coming weeks. |
| **LPC Training Evening** | Hypertension Case finding Service LPC Event –  Well attended with over 50 people booked. Very informative presentation given by Dr Jim Moore and Ziad Sulliman, RM provided a detailed overview of the Case Finding service for contractors. Helpful support from CCG Sue Knox who will be meeting with Pharmacists and Surgeries to facilitate links for referrals. SB arranged for Hypertension double sided aide memoir for BP Monitoring given out during training. |
| **AOB** | LPC Meetings agreed to continue face to face as more productive. Switch to Zoom if necessary.  RM Maternity leave – SB asked for additional support during RM Maternity Leave for decision making etc. AL to increase hours to cover. SB to report back to LPC with any queries. |
| **Meeting Dates** | Next meeting: May 12th, 2022 – Venue tbc |