**LPC Meeting – Wednesday 13th July 2016**

14a High Street, Staple Hill, Bristol, BS16 5HP

9am – 5pm

Present: Lisa Fisher, Richard Brown, Tanzil Ahmed, Jenni Scott, Chris Howland-Harris, Jerry Long, David Tomlinson, Anna White, Jenny Herdman, Alan Smith, Matthew Robinson, Sadik Al-Hassan.

Apologies – Roger Herbert

Declarations of Interest – Sadik is a company director with Lynton Commercial Holdings Ltd, no conflict with current role.

Chris & Tanzil are directors of Avon Healthcare Services

CCA nomination for report – None.

Amendments to Training Log – None.

Review of April Minutes & Action Points.

Minutes agreed and will be posted on the website.

Contract applications.

Notification that Sainsbury’s in Emersons Green, Ashton and Stoke Gifford are soon to change to Lloyds Pharmacies. Anna will check when this will happen so we can amend the information on PharmOutcomes.

Discussion around the amount of information in the website, the committee have agreed they will all have a look at the website to see if there is anything missing or anything is hard to find.

Treasurers Update.

Review of accounts up to the end of June 2016 and a review of the budget for the year.

Debbie to invoice Pfizer for the Bridging the Gap Training.

PharmOutcomes income needs to be reviewed as NHS England have agreed they will now use PharmOutcomes.

Discussion around the importance of all pharmacies using the system.

Banks are now only guaranteeing balances up to £75,000, it has been discussed that we will move the balance over this amount to safeguard the funds in the accounts.

There will be a change in the expenses policy, there will now be a cap of £50 for sundry expenses for the committee members attending the meeting.

MUR/NMS Coach report

Figures reviewed for June. 8 pharmacies have input their data and this shows the increase of MUR/NMS carried out across these pharmacies.

Jerry has visited more pharmacies this month to help them.

Jerry will put together an update of the success he has had so Avon LPC can highlight the role and offer help to anyone who would like it.

Risk Assessment of all pharmacies

Richard has completed a risk assessment on number of items/MUR/NMS to identify pharmacies who may be “at risk”. This does not take into account anything else such as OTC sales or loans held against the business.

Discussion around how to carry this forward. The committee have discussed sending a letter to pharmacies highlighting the risks and offering help if they would like it. This letter will be prepared ready to send when appropriate.

AGM

The AGM this year will be held at the Avon LPC Office in the September meeting. Voting forms will be sent out to pharmacies.

Conference

Richard will speak to Marina from NHS England to discuss the possibility of her doing a 20 minute slot.

Q & A session via text, as this worked well last year.

This will be held at Fry’s Conference Centre in Keynsham, the food and reps will be in a different room to the conference.

Awards session will also be held. A discussion around how the category winners will be chosen, agreed to decide this by a decision panel within the committee.

Bedminster Pharmacy recently won the C&D pharmacy team of the year award. Richard will be visiting them next week to make a 3 minute video to show how and why the pharmacy went about this, this will be showed at the conference.

Invites have been sent out to commissioners to attend the afternoon session, there is concern as not many have replied to confirm attendance, this puts this session at risk:

Banes – 3 confirmed

Bristol – None confirmed

South Glos – None confirmed

North Somerset – 2 confirmed

The committee split into groups to try and make contact with the delegates.

Chief Officers Update

Richard has been working through all our existing services and working out the future service development. Meeting with South Gloucestershire was successful, all business cases need to be in by December. They were interested in the Minor Ailments service and other services too.

Banes has a big focus on NMS/MUR services.

Richard spent a Saturday morning at NHS 111 and is hoping to increase contact and relationships with this service. Richard discussed emergency supply with them to raise the profile. The audit result shows that 80% of calls being referred to pharmacy by NHS 111 are now being dealt with in pharmacy and not being returned back to 111, this is a great result.

Summary Care Records – Richard has requested a list to find out which pharmacies have access to SCR. Richard has made a complaint about the roll out of the service as he has not had much success with getting information.

Break out groups:

Strategic Plan - Document reviewed and updated.

Governance - Discussed and amendments suggested – Debbie & Richard to review the amendments and update them.

Newsletter – work completed on the newsletter.

HLP Update – Judith Poulton

Men’s Health Evening, all HLP’s were invited to attend.

Attended Bristol Social Prescribing meeting to see the role pharmacy can play.

Judith presented at the Royal Society of Public Health on Health Champions in June and to Devon LPC Healthy Living Pharmacies on the journey the Bristol HLP’s have been on.

Bristol – 7 new pharmacies progressing. Judith has worked hard to get a paid weight management scheme as a trial for the HLP’s from now until April 2017.

South Glos – 8 new pharmacies are following the HLP scheme, all leaders have been trained and accredited as Healthy Living Champions. Judith discussed an incentive called “Exercise Pound” – this is a voucher scheme to give to people who do little or no exercise, entitles them to 8 exercise classes for free. 3 HLP’s now have smoking advisors where there were none previously. Alcohol intervention service will go live in September.

Implementation Manager Update – Judith Poulton.

Judith has completed Accessible Information Standard to all patient services on PharmOutcomes.

Hospital Discharge Project – Judith has worked hard with Debbie and Lisa to get these completed. The statistics now show the pharmacies are now picking these up more on a daily basis.

GP Verification Emails – has been a very time consuming activity, but there has been great progress with this and Judith is continuing to follow up with the remaining few.

Judith has supported many meetings held by Avon LPC such as Bridging the Gap and SCR.

Judith continually assists with queries direct from contractors.

Flu Update – Judith Poulton

Judith is supporting the Flu Vaccination Service this year, she attended the first BNSSSG meeting. Key point is that pharmacies and GP’s should be working together, Judith has a meeting with Jane from Avon LMC to discuss the best way forward with this. The main target groups are children aged 2-7, “At Risk” conditions including pregnant women and front line workers.

Judith identified the pharmacies that had done below 20 vaccinations and all were contacted and invited to a Flu preparation evening which is being run tonight. 2 checklists have been produced to help the pharmacies.

AOB

* Last year the LPC ran an event for Pre-registration pharmacists which was well received, we haven’t done that this year but we plan to repeat this next year.
* Jenni Scott’s last LPC meeting, the committee wish Jenni all the best and can’t wait to hear of baby news!