**LPC Meeting – Wednesday 13th May 2015**

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

9am – 5pm

Present: Lisa Fisher, Richard Brown, Himmit Bhambra, Sam Ghafar, Natalie Sherlock, Tanzil Ahmed , Stuart Moul, Alan Smith, Sadik Hassan, Jenni Scott, Roger Herbert

Apologies – Chris Howland-Harris, Jerry Long, David Tomlinson.

Declarations of Interest – None

CCA nomination for report – Natalie

Amendments to Training Log – None.

Health Champion Training NVQ 2 – Stuart Moul. It would be a good idea to start “tweeting” details of best practise.

Welcome to Jenni Scott (Day Lewis), who joins the committee from this month.

Minutes and action points from previous meeting.

Minutes agreed and will be posted on the website.

Trainee GP’s were unaware of the MUR/NMS service – Richard will complete a document and see if the LMC will distribute to the surgeries.

Tanzil has done a lot of work on EPS, check we have a disclaimer on the guides we have put together.

Stop Smoking is now live on PharmOutcomes from 1st April, we contacted the top 10 pharmacies to check they were aware of this.

Your Care, Your Way meeting in Banes had a low turnout.

LMC are happy with us to put a sign outside, the committee need to decide on what will be displayed.

Action points completed/one carried forward.

Making the most of Committee Meetings.

* Members to arrive on time to the meetings.
* No Mobile phones.
* No computers.
* Allocated coffee/lunch breaks to allow for calls to be made during these times 11-11.30 and 13.30-14.00.
* Some documents can be reviewed by the exec before the committee meeting, to save time in committee meetings.
* More information on the agenda.
* Summarise the point at the end of a discussion, so it is easier to minute.
* More meeting support from Vice Chair’s
* Backup plan if a speaker does not attend.
* Update from Engagement Officer at meetings.

Exec to review all the suggestions.

Pharmacy Applications

Pharmacy in Avon requesting support - Support to be offered by Richard in line with the LPC constitution.

Dispensing Doctor in Oldland Common is currently being reviewed by NHS England for dispensing to patients within a 1.6 km radius

New Pharmacy application in Pucklechurch, discussed vote taken and agreed the LPC will support the application – Richard/Lisa to respond.

Horizon pharmacy will be opening a distance selling pharmacy

Westbourne Road Pharmacy are relocating to Leap Valley surgery.

Strategic & Action Plan

The strategic plan and the action plan were agreed by the committee members.

Had a conversation on the best way to communicate the plan to pharmacies and agreed to:

-send via our email list

-send to commissioners

-put on the website

-send out with the conference invite

Discussed the action plan resulting from the strategic plan and were given an update on the current progress.

Decided to treat it as a live document where more actions could be added in the future.

Committee to feedback any suggestions on further actions and supporting evidence for the current strategic plan

Hospital Discharge Update

Hospital (Southmead) are now set up in PharmOutcomes, they select they have discharged a patient and select the pharmacy and the areas that they would like the pharmacy to deal with – focusing on coronary patients to start with. This has been funded by the LPN. The first one has been actioned and the feedback was that the patient was amazed with the service they received.

Richard will reply back to Dawn Wilson with reasons why we would like the TTA letters attached.

Project Management Software – Basecamp.

This allows us to set up events and log the “To Do” lists and allocate tasks to individual people. This allows us to plan and see all the events we have on the agenda. We are currently using this on a 2 month free trial, the costs after this time is around £20-£30 a month – the committee are happy with this.

HLP Update

1. All the leaders (except one who has been off ill) have successfully completed the leadership course.  
  
2. All the Healthy Living Champions (unfortunately except one) have completed a 2 day Health Champions course provided by the healthy neighbourhood team and have taken their Multiple Choice tests.

3. Judith has met with Jess Baugh and together they have worked through the YPF criteria. They are running a meeting in early June to work with the leaders and champions on the criteria and evidence they need to provide.   
  
4. Judith has worked on a number of support documents and briefed the leaders, which will help them collect the evidence they will require for sign off. These are available on the LPC website.  
  
5. Judith has worked with the commissioners to get their input to the level 1 clinical criteria. This has now been completed and briefed to all of the HLPs. A copy of the criteria is on PharmOutcomes.

6. All HLP Pharmacies now have a copy of the weight management referral tool and should start using them.

7.  Twitter accounts have been set up in all the HLPs, along with a Facebook group of which all the leaders are members so that they can share information and ideas.

8. 8 out of 10 Pharmacies have completed the Quality criteria baseline on PharmOutcomes as of today.

9. Judith has briefed and written supporting documents for the Health Promotion Zones for the pharmacies.

10. There are at least 5 team members going on Support to Stop Smoking training in May.

11. Judith has met with Katie Porter and is working with her on the service Spec for the Alcohol service.

 Chief Officers report

* Bristol CCG medicines waste audit

This needs to be reviewed by the committee and report back to Richard by Thursday of next week, so he can give formal feedback to Jenny.

* TB meds supervision service

Richard has been contacted by Lisa Reece from Bristol CCG, regarding a TB supervision service, this is currently dealt with in secondary care. Approached to see if this can be done via pharmacy 2 issues- secondary dispensing what liability does the pharmacy have in this case? Roger will look into this issue.

If this was viable agreed around £5 per drug per day would be the right figure.

* An alcohol intervention service in pharmacy within months, looking to pilot in South Gloucestershire area with 5-10 pharmacies.

GPhC training event was full with bookings around 75, but on the night only 45 people attended. How do we deal with people who book but then do not attend? We will track the non-attendees over the next few months and report back our findings; we will also email the people who book but do not attend.

Conference

Topic is going to be Integrated Care – Putting the community back into pharmacy.

Afternoon session 15.00-17.00

Evening Event 18.30-21.30

Richard will send out “save the date” information.

Flu Vaccination Update

BGSW invited Richard and Fiona to discuss flu vaccination in school years 1 and 2, vaccinating any child age 5 and 6 only. This was discussed and voted on:

1. Say no - 1

2.     Yes, but with a minimum income (£500) - 0

3.     Yes, but with child CPR laid on by PHE (no cost to contractor) - 8

4.     Yes  0

Richard will report back to the other LPC’s that we have a concern around the level of uptake, but we are happy to take part if they provide child CPR training at their cost.

Richard gave a presentation on the BNSSSG flu vaccination which was well received.

PSNC Conference

* Avon LPC questions

1. Should the pharmacy contract be based on looking after patients, rather than dispensing medication?

1. Will EPS lead to a pharmacy patient registration system?

AOB

* Exec meetings could be held in the day to enable people to more easily attend.