**Avon LPC Meeting – Wednesday 11th September 2019**

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

9am – 5pm

Present: Lisa Fisher, Richard Brown, Tanzil Ahmed, Jerry Long, Sadik Al-Hassan, Heather Blandford, Hilary Forbes, Stuart Moul, Roger Herbert, Dalveer Johal, Imran Ahmed, Ramesh Yadav.

Apologies –. Alan Smith, Morag McMeekin.

Declarations of Interest – None

CCA nomination for report – Heather

Amendments to Training Log – None.

Review of July Minutes & Action Points.

Minutes agreed and will be posted on the website.

Discussion around publishing the QPS results on social media.

Contract applications.

Applications reviewed.

Treasurers report

Review of accounts to date.

Discussion around the increase of hours worked by Pharmacy Support and Implementation Manager due to the increased workload this month.

Discussion around the cost of the land line and broadband, this comes to the end at the end of October. Jerry will review this. The office printer also needs replacing.

NPA insurance has been cancelled as it was unnecessary.

Levy Discussion

Review of the current levy and the cost. Contractors pay an average of approximately £78 a month in levy costs, this is dependent on the amount of items they submit.

Review of the committee costs and income generated by the committee.

Discussion around the reduction of sponsors especially for the conference and other avenues of sponsorship.

Agreement has been made to review the levy annually in the September meeting.

New Contract

Mid July the new 5 year contract was released.

Lisa and Richard held 4 workshops to help the contractors, there was an excellent turn out and we had engaged with around 100 contractors over the 4 workshops.

Richard showed the committee the presentation that was shown at the workshops. Focus on what the pharmacies need go stop doing, things they are not contracted to do. The importance of training and empowering their team.

From 29th October - NHS111 referrals will go live for CPCS. Pharmacists will consult with the patient, manage them and refer if necessary. £14 per consultation. The pharmacy must have the IT system in a consultation room.

CPCS Update

Judith has worked hard on getting surgeries live.

Richard is tracking the data to follow how the project is going.

Primary Care Strategy Update– Beverley Howarth

Beverley presented an update on the BNSSG Primary Care strategy. There has been lots of engagement since May to get the strategy ready for October.

Beverley has given the committee the community support contract to review to see if there is anything they can help with or offer advice on.

Lucy Gibson – TEVA UK Ltd

Lucy attended the meeting to talk to the committee about her role within TEVA. Debbie will send details of the conference to Lucy.

Pharmacy Quality Scheme

The Pharmacy Quality scheme replaces the QPS scheme, 100 points, each worth £64.

An aspirational claim can be made in Oct 19 for up to 70% of the 18/19 QPS claim, gateway criteria must have been met.

The main claim point is in February 2020.

Nothing new with the gateway criteria, advanced services does not include MURs.

AGM

Separate minutes taken.

Change Management Consultant

The executive committee discussed having a Change Management Consultant and this has been agreed. This will consist of a review of how the operational team work, along with research into the pharmacies.

Having a Change Management Consultant will help to ensure that everything the team do is done in the best cost effective way. Discussion around the table on the benefits of this and how to set this up to get the best output. This will initiate next week to support with implementing contract change ideas, cpcs and research.

Primary Care Relationship Manager Update – Barbara Coleman

13 relationship meetings 25 practices and 53 pharmacies engaged. 1 meeting with full PCN (the stokes). Discussions around DDA, PCN, new PH contract, meds shortages and CPCS. Set up use of standard template for out of stock meds, utilising poster to manage patient expectations for Rx readiness, contact details shared, shared BNSSG guidance for compliance aids, PCN awareness. Most meetings set up for quarterly review meeting. Cross section of attendees- gps, pharmacists, practice managers, operations managers etc. More meetings being arranged, focusing on CPCS sites as a clear focus. Good engagement with independents and multiples attendees. Minutes sent to NHS shared mailbox for all contractors within the geographical footprint to encourage more attendees. Discussed how this can be linked to PCNs as part of having the group together.

Pharmacy Support Update – Roger Herbert

Focussed visits on effective ways of working re equality act, free delivery, when you’d breach equality act by refusing, new contract including key initial focus areas to get prepared. Discussions around capacity within pharmacy including training teams. MYS support to register and get set up. Flu queries regarding PGD, service spec etc. Increase in requests for help with new contract therefore focussed time in these pharmacies. Sharing details of buttercups course for checking dispenser.

Strategic Plan Review

RAG current strategic plan activity. Discussion around potentially holding a health champion conference. Roger to feed in around private service requests from contractors to set up AHS platform as needed. Need to document review of accounts.

Governance

LPC committee code of conduct in draft form was shared and reviewed. Amendment to change secretary to Chair, Agreed by the committee. Will go into members file.

Interim review of PSNC governance toolkit to update progress as part of the meeting.

AOB

33 people are booked onto conference, 50% are not related to pharmacy-please encourage more people to book on.

Conference job list confirmed and circulated. Discussions around sponsorship of awards for conference 2020 to drive enthusiasm to apply.

Dates for next years meeting will be arranged by Lisa and Debbie and communicated via email.