

MINUTES OF THE SHEFFIELD LPC**held on****Monday 14 May 2007****Salvation Army Citadel, 10-12 Psalter Lane****ATTENDANCE**

<u>MEMBER</u>	10/4/06	8/5/06	10/7/06	11/9/06	13/11/06	8/1/07	12/3/07	14/5/07
<i>Nominated Contractors</i>								
Tina Cooke (Chair / PEC)	+	+	+	+	+	+	+	+
Spencer Noble (CPA) (Dep. Chair)	+	+	+	+	A	+	A	+
Steve Freedman (Secretary)	+	+	+	+	+	+	+	+
Brigid Murphy (Treasurer)	+	+	+	+	+	A	+	+
Ravi Mohan	A	+	+	+	+	A	+	A
Andrew Duckenfield	A	A	A	+	+	A	+	+
Tristan Needs	+	+	+	A	A	+	A	+
James Wood	N/A	N/A	N/A	N/A	N/A	+	+	+
<i>Company Chemist Reps</i>								
Andrew Hartley (Boots/PEC)	N/A	N/A	A	+	+	+	A	+
Terry Relf (Lloyds)	A	+	A	A	+	+	+	+
Mary-Jane Sagar (Lloyds)	A	+	+	A	+	+	+	+
Chris Chulu (Lloyds)	A	+	+	+	+	+	A	+
Elke Ackermann (Rowlands)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	+
<i>Peak Representative</i>								
Awaiting replacement	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Garry Myers (PSNC Rep)	A	A	A	A	A	A	A	A
<i>Observers</i>								
PCT – Chief Executive								+
Susie Coates (PCT)	+	+	A	+	+	+	A	+
Peter Magirr (PCT)	N/A	N/A	+	+	+	+	+	+
Liz Miller (PCT)	N/A	N/A	A	A	A	+	A	A
Michelle Black (PCT)	N/A	N/A	A	A	A	A	N/A	N/A
Ian Hutchison (PCT)	N/A	N/A	A	A	A	A	+	A

+ = PRESENT A = APOLOGIES FOR ABSENCE R = RESIGNED N/A = NOT APPLICABLE

		Action
1.	<p>Apologies</p> <p>Apologies for absence are as noted on the attendance sheet.</p>	
2.	<p>Welcome</p> <p>Elke Ackermann, from Rowlands Pharmacy was welcomed to her first meeting, as CCA representative replacing David Russell, who had indicated he would like to continue attending meetings as an observer.</p> <p>Jan Sobieraj, Chief Executive of Sheffield PCT, was also welcomed to his first meeting.</p>	
3.	<p>Community Pharmacy Update and Presentation</p> <p>Peter Magirr (Sheffield PCT) gave a comprehensive PowerPoint presentation to illustrate the many achievements to date within community pharmacy in Sheffield and the willingness of local Community Pharmacists to engage in new initiatives in order to fully utilise the new pharmacy contractual framework and 'Choosing health through pharmacy'. This contributes effectively to securing significant cost savings in developing new ways of health promotion, self-care, monitoring, test and treat for Sheffield patients. Peter's presentation highlighted the useful resource of community pharmacists and their support teams, with whom patients had already demonstrated a willingness to engage in such services as minor ailments, smoking cessation, anticoagulation, H-Pylori test and treat, supervised administration, needle exchange etc. Jan acknowledged that he was aware of these initiatives taking place in Sheffield, but appreciated the level of detail and figures involved, which reinforced the level of enterprise which was recognised nationally.</p>	
4.	<p>Presentation by Jan Sobieraj, Sheffield PCT Chief Executive</p> <p>Jan followed on from Peter, by outlining his priorities for Sheffield PCT, which was formally established from 1 October 2006. He has been in post for 5 months and believes the outlook is broadly positive, particularly due to the clinical engagement he had witnessed. Jan explained the finances of Sheffield PCT, which attracts approximately £3/4billion to provide health care in Sheffield, but had overspent by approximately £30million, despite it being over capitated compared to some other PCTs. The main priority was to get rid of the deficit by means of a Turnaround Plan during 06/07 of £25million. This had involved re-thinking on spending to secure a more efficient process, which had involved considerable hard work for the PCT and associated health care professionals, including community pharmacists. PCTs are now very different organisations, which have to prove value for money, with a five-year plan. There have been improvements in life expectancy, due mainly to changes in cancer and cardiac patient care, but there remains a large variability across Sheffield, with a 14-year differential, which requires addressing as part of 'achieving balanced health'. Jan went on to explain that the PCT Structure had now been released, with a month's consultation. He had now secured Directors for each of the Directorates who would take forward the PCT Strategy priorities of emergency care, long term mental illness, community care rather than hospital, which would include services offered through pharmacies. The 07/08 Business Plan is now to achieve financial balance, secure the structure and systems through a rigorous strategy, linking in with Practice Based Commissioning, Patient and Public engagement and good regulatory performance. Despite the need for securing cost savings, there remained investment in new services and Jan welcomed innovative ideas to help drive this forward. The 7 Consortia organisations and 5 individual practices in Sheffield remained in their infancy with much yet to be developed, but Jan emphasised that their plans had to be approved via the PCT Board who remains the responsible authority. There has to be far better engagement with the public to help make the hard choices ahead with debates driven by public health and needs assessments. Jan also explained the commissioning process and separate 'provider' arm led by Simon Gilby (form West PCT CE).</p>	

<p>5. Minutes</p>	<p>Tina asked why Medicines Management had been switched from the Directorate of Strategy to the Directorate of Standards and Engagement. Jan explained that there had been much debate in this regard due to the role split involved in the work undertaken ie there is a lot of provision which could be the provider arm, but that the GP service fits by standards delivered through medicines management. It was also pointed out that there had been poor engagement in the past by Public Health and Jan pledged to link with Jeremy Wight, Director of Public Health in this regard. He further emphasised that any concerns should be raised, where appropriate, with him direct so that he could refer appropriately, emphasising that health prevention is core business and therefore Pharmacy Public Health campaigns are a useful resource which require appropriate promotion.</p> <p>Jan emphasised that Simon Kirk, Director of Strategy at the PCT, is very positive about the contribution community pharmacy can make and that this link should be utilised in taking forward ideas. It was acknowledged that there has been a long period of uncertainty for PCT staff, with some uncertainties remaining until October 2007. New Professional Executive Committee (PEC) appointments were shortly to be advertised and Susie agreed to forward details to the LPC for the Newsletter once this had been released on the Sheffield PCT Intranet, due later in the week. Some professionals would be on the PEC, others would be co-opted to contribute to the wider work schedules. Jan advised that a half day Development Workshop was planned August / September to help gain everyone's views.</p> <p>Jan also advised that there was to be a market place day in June, where any interested party could get involved and share Ideas by means of using market stalls.</p> <p>There was some concern over whether pharmacy should continue to engage with Enhanced Services or seek to get involved in PBC and Jan suggested a little of both might be the best option, with business plans helping to develop competition.</p> <p>The minutes of the meetings held on 8 January and 12 March accepted as correct records.</p> <p>Matters Arising:</p> <p>LIFT – Jan confirmed that this project was responding to deliver over the next 5 years. He outlined the projects already undertaken and advised that Darnall and Norfolk Park projects are more complicated. Jan suggested queries be raised via Simon Kirk and Steve agreed to write to him for clarity.</p> <p>Jan advised that the PCT was looking for an HQ, which they had wanted to co-locate with the Local Authority, which had not been possible. An option was hoped to be available by July.</p> <p>Business Continuity Plan – It was reported that Tony Wilson and Rosie McNaught had been invited to the next meeting in July.</p> <p>Decommission of Oxygen Headsets – Tina confirmed that arrangements had been made for payment to be included in the 1 May payment.</p> <p>Distribution of LPC Minutes – this was to be determined, once appropriate links were established.</p> <p>MUR – Peter had provided the latest figures during his presentation, which showed a decline in usage, in part due to certain pharmacies reaching capacity for year 06/07. A further MUR event sponsored by LEO was due to be held in the Autumn.</p>	<p>SC/SF</p> <p>SF</p> <p>SF/SC</p>
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	<p>Membership – it was noted that David Russell now worked for GH Rock and had been replaced as CCA Rowlands Pharmacy representative by Elke Ackermann. Tina asked Steve to chase Peter Cattie again regarding the Peak Pharmacy representative which remained vacant.</p> <p>H-Pylori – Peter agreed to follow future arrangements up with Phil Kitching.</p>	<p>SF</p> <p>PM</p>
<p>6.</p>	<p>Community Pharmacy Service to Care Homes</p> <p>It was reported that the commissioned provision of the above scheme had yet to be approved for a further year. Peter reported that the service had been revised considerably the previous year with resulting savings and improvement, with positive results obtained from a survey of Care Homes, which had been undertaken. A proposal for 07/08 had been put forward by Peter, which was due to go to the PCT Senior Management Team (SMT) shortly. Peter agreed to disseminate feedback to pharmacists of the Care Homes survey, which could be incorporated within the LPC Newsletter. Peter further reported that there was to be an audit undertaken by a PCT “Partnership for Older Peoples Projects” (POPSS) pharmacist.</p>	<p>PM/SF</p>
<p>7.</p>	<p>100 Hour Contract Application - Darnall</p> <p>Steve explained that there is no leverage to stop 100 hour applications, which fall within the exemption categories, but that the LPC had sought to raise awareness of the undermining of community pharmacies in the vicinity of this application and the apparent lack of improvement in services which would be generated by this application. Steve had written to the appropriate Sheffield MP and the PCT Chief Executive. Peter pointed out that this type of situation does not fit with PCTs seeking to plan services for the population. The opinion of PSNC would be useful and in noting the representatives absence, Steve was asked if he could write asking Garry M to attend the next LPC meeting and advise on PSNC thinking regarding this type of application. Jan advised that the PCT was reviewing the monitoring arrangements for 100-hour pharmacies, by looking at a good practice model adopted in some PCT areas.</p>	<p>SF/GM</p>
<p>8.</p>	<p>Anticoagulation</p> <p>It was reported that all GPs had been surveyed in Sheffield to establish who wished to provide this service, in order to identify gaps across the City, participating GP practices and all Community Pharmacies are then to be asked (via Jo Gleadall) if they wish to cover these areas. Tina reported a successful Primary Care Contracting meeting she had attended the previous Friday, where she had demonstrated the community pharmacy model. She and Brigitte Waring had also produced an article for the Pharmacy Magazine, which was to be published in June or July. Tina had already had a lot of interest from other PCT areas regarding this model.</p>	
<p>9.</p>	<p>Commissioning of Services</p> <p>As mentioned previously, community pharmacy is keen to be involved in providing additional services and Jan commented on the positive initiatives already in existence and the importance of building on these to tackle inequalities.</p>	
<p>10.</p>	<p>Community Pharmacy Patient Questionnaire</p> <p>Steve indicated he was reminding everyone in the Newsletter about the future requirement to undertake a patient survey and that the NPA had released a two page template which could be adapted individually. Spencer pointed out that the template was very similar to the version already in use by NCC and that staff tend to help patients to complete these to assist participation. Steve also pointed out that guidance on the practice leaflet had also been issued but not finalised.</p>	

11.	Treasurer's Report – deferred to the next meeting.	BM/SF
12.	<p>Community MAR Chart Survey – Results</p> <p>Steve tabled PSNC guidance regarding MAR charts and MDS linking to funding within the new contractual framework and the survey he had undertaken of pharmacists, which on the whole had been quite positive, but there had been a few individual concerns raised. After some debate it was acknowledged that the main problem linked with the inexperience and lack of knowledge of care staff with the scheme and that often charts were issued to assist them, rather than the patient, but that in effect this in turn aided safe administration of medicines to patients. Peter M and Steve F had met with Brendan Stone from the Local Authority (replacement for Kim Munks) who had acknowledged concerns and advised that he was willing to look into specific incidents which could be adequately identified. Incidents should be reported to Steve for referral to Brendan. Steve agreed to raise awareness via the LPC Newsletter.</p>	ALL SF
13.	<p>AOB</p> <p>PBC Strategy Event – Wednesday 20 June – Tina urged members to attend this event to highlight the community pharmacy resource to a captive audience, through the market stall event. Members should email Steve to confirm their attendance.</p> <p>PSNC LPC Up-date - 6 June – Brighthouse – An event to help prepare bids and business cases. Members to email Steve if wishing to attend.</p> <p>Appointment of Conciliators – Steve had received a letter from Gill Pascott at Sheffield PCT, asking for acceptance to the continuance of PCT Conciliators listed in assisting the informal complaints procedures adopted through the PCT. This was agreed. Gill also asked for confirmation of clinical guidance for conciliators, previously provided by Martin B and Peter M. Susie pointed out that this was not an onerous commitment as such complaints were very infrequent. It was agreed that this advice should be provided by LPC members and Andrew H and Brigid M offered to advise as necessary. Steve would advise Gill accordingly.</p>	<p>ALL</p> <p>ALL</p> <p>SF</p>
14.	<p>Next meeting</p> <p>The next meeting will be held on Monday 9 July 2007 at the Salvation Army Citadel, Psalter Lane – 7.00 – 9.30 pm.</p>	ALL

9 July	12 November 2007
10 September	14 January 2008

Steve Freedman - ☎ 0773 178 1449 / Susie Coates - ☎ 0114 226 3110