

Community Pharmacy Arden (CPA) – Meeting 6th July 2023 – open

In attendance: Faye Owen (FO), Sam Griffiths (SG) Mike O’Donnell (MD), Caroline Harvey (CH), Baljit Chaggar (BC), Jas Heer (JH), Theresa Fryer (TF), Sat Kotecha (SK) and Fiona Lowe (FL) Eva Cardall (EC).

Apologies: Bal Heer

Guests: Arran Konkon (CPCL – ICB) (AK) , Altaz Dhanani (ICB) (AD)

Declarations of interest: declaration signed no changes noted.

Arran Konkon visiting from ICB. Focus on service implementation, currently big push on GP-CPCS and DMS.

Executive & Finance Sub-Committee Meeting – FL, TF, SG, FO, JH

Services Sub- Committee & interested parties – MD, CH, BC, SK, EC

Services Group work on Hypertension Service support utilising a maximum of £20,000 of available budget. FL / EC to continue to work on video training materials to support services. EC to start to galvanise pharmacy teams re Oral Contraception Service OCS, common conditions service CCS and BP Check Service – especially around BP to ABPM conversions. EC to remind pharmacy teams and contractors (obtaining contact list) about DMS being essential service – must do as part of terms of service / contractual requirement. Advanced service income at risk if contractors do not meet all essential services requirements.

IP Pathfinder Update

FL describes current work on IP scheme. We should know by end of July/August which ones are going to progress to pilot. SK describes that proposal from CW for IP was very robust and detailed yet fully deliverable. However, the funding is limited and the proposed it system for script issue does not link to patients NHS record and drug history. We can now share the bid on Box which will be available for all the view after this meeting. MD expresses concern that this scheme for IP pilot has taken a direction that community pharmacy has not been properly consulted on and does not take into account the current position and views of its contractors. SK explains that these pilots aim to find a role for IPs to stay in community pharmacy long term and not be unable to use their IP qualification in situ. BC say that in terms of measuring the benefit of IP intervention will be difficult as patients with respiratory conditions tend to have more appointments and prescriptions in winter. SK explains the measures of success for the pilot will not be influenced by this. MD queries as to why CPE do not have a position on IPs and CP. JH explains that no position is possible in the absence of information regarding viability. MD puts to JH that he wants CPE to have a position on IP.

ACTION: IP EOI to go on box for members to view – FL.

Paxlovid

AD and EC speak about short-dated stock arriving at pharmacy, expiry of 09/23. FL discusses the video on Paxlovid that has been produced and is now available. AD explains that all Rxs will come from GP alliance. FL says communication will come out explaining process. Service is ready to start. SK who is responsible for the pharmacy contract and delegation of the administration of said contract. AD says this will still sit within the ICB remit. Sarah Johnson in ICB will have oversights of contracts and services within primary care.

Inappropriate MDS – monitored dosage systems

SK asks AD about MDS and position of Community Pharmacy. MDS is one of the biggest time costs to pharmacies at the moment due to deficiencies in social care. Requested that the ICB give some direction and guidance into resolving this issue. **ACTION: AD to look into this at ICB and adding issue to risk register.**

AD reports 9.2million deficit in drug spend. AD mentions that ICB is going through voluntary redundancies, with 50% cut of salary spend required. AD having away day with team, suggests we attend and have a slot at this to discuss pharmacy priorities so that his team can promote these when they are visiting surgeries regarding cutting costs of drug bills. **ACTION: AD to plan slot for LPC at September event.**

AD: Service go live on Monday for Paxlovid. Delivery aspect will not be sorted until September. IV route will be delivered by GEH and SWFT.

FL asks AD about ICB pharmacy strategy and where Tim Sacks is at with this as LPC have not been consulted.

Break for lunch – AD and AK leave after lunch

FL attends PLOT meeting during lunch break. EC attends DMS meeting post lunch break.

Afternoon session:

LPC members discuss the Services Sub-Committee idea for investment in BP service – marketing, training etc. JH feeds back about BP service expecting a 20% conversion to ABPM. JH indicates that BP and OC services will come outside the global sum. Question about how BP is recorded on MYS – separate entries for opportunistic v referred. LPC agree that the Services Sub- Committee produce a 12-month plan for a budget of around £20,000 to 25,000 available. Further funds available will be partly used for the suite of training videos to be developed.

EC leaves for call 2.30pm as members go through exec meeting topics. FL leaves room for HR & pay banding discussion.

Market Entry: FL will complete the responses to the market entry applications received. DSP and Consolidation – no comments from the regulatory group received.

AGM workshop sessions to include Fuller report and invite guests from outside of the LPC

Decision on CPE Branding at CPA level – half-way house – remove stick man logo as CPE withdrawn consent to use and add the orange and blue official logo. Keep our own logo as well – dual branded for now. No change to be made to website colours at this stage – to keep under review. Use new logo – email sigs. We have the access to branding pack.

CPE Update / training / conferences

Negotiations going well and expect announcements late July 2023, with progress and clarity around the £645 million recovery fund for community pharmacy services.

SK and SG to go to 12th October f2f LPC conference.

Treasurer's day – FO, TF, FL minimum to attend (26th September online)

Members to look at list of meetings / training sessions from CPE and book on as appropriate and inform FL

Financial:

Accounts – follow up meeting with accountants to update to meet our requirements

Payroll: Payplus support for automated payroll to be investigated – FL – with payments no later than the working day before 28th month. Process and costs to be confirmed and other options if unreasonable.

Shared Office Agreement signed and to be signed by CPHW at their July meeting

CPAHW to be referred to as Collaboration rather than Federation. MOU which may overtake the shared office agreement to refer to collaboration and be considered in a year or so if deemed necessary. Joint working, costs, budgeting all acceptable as part of the collaboration. The two LPCs share an office team function and separately employ the same CEO, who manages the team.

Annual Report - FO to write the Chair update for the Annual Report by end July. TF and FL to sort one pager / report to accompany accounts for AR once new final accounts ready by end July - mid August. Service report on Box 22-23 to be incorporated in Annual Report. Accounts and Annual Report to go out early September – min 30 days ahead AGM.

ACTION: FO to do Chair report by end of July 2023

Members insurance EOI – FL sent to CPE last month

ToR drafts based on CPE current template, briefly mentioned to be added to Box and discussed next meeting – no updated versions in latest Transformation pack. Members to review ahead of next meeting. Annual appointment of officer as per constitution to be discussed in 2024 ahead of April.

CEO shared in Box ahead of the meeting a full HR Governance slide deck. LPC discussed in closed session

2.30pm – FL & EC leave meeting

3.30pm – FL & EC return to meeting.

Contractor call feedbacks

Group discusses contractor calls made last week. Some useful feedback received and considered worth following up with further contacts.

CCA meeting report undertaken – local services from website.

Meeting closed 4.15pm

Minutes signed off September 25th2023