

Community Pharmacy Essex Meeting Minutes
Wednesday 17th November 2021 via zoom

Present:	Bina Patel James Chaplin Tunde Sokoya	Chirag Patel Penny Skellern Nyenye Motsi	Rajiv Sharma Sanjay Patel	Jon Lake Moksha Popat
In attendance:	Karen Samuel Smith Hema Patel	Ashok Pattani Sarah Read	Angela Culleton Frank McLaughlan	Mo Raje

Declaration of Interest

Majority of committee members had updated their declaration of interest.

ACTION: BP, HJ and TS to forward as soon as possible.

Minutes from the last Meeting – 20th June 2021

Reflected over the minutes and action points from the last meeting, 15th September 2021. All agreed they were an accurate record.

It was confirmed Jon Lake will be Vice Chair, as SP declined and there were no other nominees.

Locum costs continue to be increasing, and quality varies, potentially now to the detriment of essential services, such as DMS. AP explained that when locums are booked through an agency a clear understanding is made about the ability of the locum, if these are not met contractors would be able to revert to the agency, however, when a locum is appointed independently the employing contractor has to take responsibility for checking their capabilities.

A gift for Simon Moul is still to be arranged, however all other action points from the previous meeting have been completed.

Update from Frank McLaughlan – Field Officer

Following FM recent appraisal, he is no longer concentrating on Discharge Medicines Service (DMS), but Pharmacy Quality Scheme (PQS) instead, he is currently meeting with Pharmacy PCN leads and assisting as and when needed.

Update from Mo Raje -GP CPCS

Report previously circulated to members; no questions raised.

West Essex have created their own version of the GP CPCS, MR is reviewing how effective this is in one practice before it is rolled out further.

Update from Karen Samuel-Smith – Chief Officer

A substantial proportion of time is being spent working with ICS, especially Mid and South Essex (MSE). Essex LPC have been tasked with leading on IT integration and looking initially at the use of System1. Funding for PCN leads have been agreed for SME and NE Essex, it will equate to £1,800 circa for the leads and with the expectation of them to have extra meetings with PCN clinical pharmacists and contractors. This is from the system allocation from the regional Pharmacy Integration Fund pot.

MR will be putting together a package for “Train the Trainer,” so that the leads will be able to assist with GPCPCS within their networks if required.

Still waiting for confirmation for Herts & West Essex.

No current contract applications, only the occasional change of hours.

Pharmacies can still close in exceptional circumstances under the pandemic emergency regulations, they must notify NHSE 24 hours in advance giving reasons and likely duration. Each request is on a case-by-case

basis, LPC understands that a request by Lloyds in Sainsburys to reduce hours on an ongoing basis has been refused.

The Office is still finding that pharmacies are not actively checking or using their NHS mail accounts.

A few requests have come to the Office for KSS to visit pharmacies as they need to complete the full CPAF report. Community Pharmacy Essex cannot proactively offer help to sites who have been sent the full CPAF, it can only respond to contractor requests.

The appraisals for the team went well. KSS and AC are now in the office most of the time, it finally feels the function of the office has returned to "normality."

KSS and AC attended the PSNC Conference on 10th November in a hybrid format. Disappointingly delegates were not able to ask questions, only via sli-do. Therefore, PSNC shared information but the dialogue wasn't two way.

ACTION: PS proposed, NM seconded for a letter to be sent to the newly appointed Chief Executive and to RSG expressing the disappointment from Community Pharmacy Essex and to include that until we have received satisfactory answers it will withhold the funding requested for RSG. KSS to draft letters for the committee's approval.

Update from Ashok Pattani – Finance Manager

AP shared the 6-month (April – September 2021) finance statement with the Committee prior to the meeting and clarified the details. A council grant and third-party insurance claim have also been received.

ACTION: GSOC to meet before the next CPE Committee Meeting and to agree when the previously approved levy holiday for contractors would take place

ACTION: JL would like an Executive Team to meet prior to the next CPE Committee meeting too. Members would include Chair, Chief Officer, Vice Chair and Finance Manager)

ACTION: AC to contact Fenn Wright on the committee's behalf stating that service charge will not be paid until CPE receive a satisfactory update on the potential insurance claim they were pursuing.

Committee Members – Update from CPCF/PQS allocations

The lead service allocations relate to the whole of Essex, not just within the Committee members area.

Service/criteria	status	date	lead
Hypertension	KSS had sent TS list of pharmacies that have signed up to the service.	31/3/22	Tunde
Smoking Cessation	Service spec still not available. But it would be worthwhile pharmacies signing up to service when it becomes available, receive £1000 and will be hospital driven	31/10/21	Penny
PQS gateway	AC has circulated details recently about PQS gateway. SP confirmed all Boots will be participating in the scheme	11/2/22	Sanjay
Anticoagulant audit	Will share details with KSS with the view to presenting at the next South West Essex Forum Meeting on 22 nd November 2021	25/2/22	Moksha
Respiratory	Meeting to take place on 30 th November in North East Essex	25/2/22	Karen
Digital	Has looked through details on the CPPE website	25/2/22	John
PCNs	FM and AC have actively completed the PCN Lead matrix, majority of vacancies now filled, two to be confirmed.	31/10/21	James

AMS	Resources can be found on “e-learning for health” website. Office to cascade to PCN Leads	25/2/22	Motsi
Health Inequalities		25/2/22	Hema/Bina
NMS	Proactively monitoring NMS data reports since September, numbers are improving, but will continue to monitor. AC sent details out regarding gateway criteria to all contractors to remind them that NMS to be completed by 5 th January 2022. Catch up NMS can also be included.	5/1/22	Chirag
Weight Management		25/2/22	Rajiv
GP CPCS	Working on “Train the Trainer” package for PCN Leads	31/3/22	Mo
DMS	Reports to be monitored again in January 2022	31/3/22	Frank

AOB

KSS had recommended HJ to be the “voice and face” to young parents in Essex. Even though HJ had followed up, never contacted.

ACTION: KSS to follow up with James Sharp and Kaltrina Bajrami

PS asked whether the committee members would meet for a Christmas meal this year.

ACTION: PS to arrange for January 2022