



Minutes of the meeting of the English Pharmacy Board - Open business

Minutes of the meeting held on 15th April 2015 in the Westminster Room at the RPS, 1 Lambeth High Street, London SE1 7JN

Present

David Branford (Chair)	
Sandra Gidley (Vice Chair)	
Claire Anderson	Martin Astbury
Sibby Buckle (from 9.10am)	Liz Butterfield
Anthony Cox	David Carter
Sultan "Sid" Dajani (from 9.20am)	Deborah Evans
Shilpa Gohil	Mahendra Patel
Ash Soni (until 13.15pm)	Tony West (arrived at 11.40am)

Invited Members and Guests

Chloe O'Beirne (until 12.30pm)	President, BPSA
Steve Garner (from 9.15am)	Notts and Derby LPF
Dane Howard	West Yorkshire LPF
Professor Nina Barnett (Item 10 only)	Consultant Pharmacist

In Attendance

Helen Gordon	Chief Executive
Howard Duff	Director for England
Catherine Duggan	Director of Professional Development and Support
Charles Willis	Head of Public Affairs
Neal Patel (from 11.00am)	Head of Corporate Communications
Alice Dartnell	Local Engagement Lead
Sam Buckland	Local Relationship Development Manager
Rachel Knight	Local Relationship Development Manager
Stephen Robinson	Pharmaceutical Journal
Ruth Wakeman	Head of Professional Support
Yvonne Dennington	Secretary to English Pharmacy Board

15/42 Welcome and Introductions

The Chair welcomed EPB members, invited guests and staff to the meeting and invited the guest members to contribute towards the debates if they wished. The

Chair explained that as representatives from the PJ were not available for the confidential session yesterday, this item would be taken at 3pm in a confidential session following on from this meeting.

15/43 Apologies

No apologies were received from Board members. Heidi Wright sent her apologies, due to unforeseen circumstances she had been held up in Germany. Chloe O'Beirne will be leaving the meeting at lunch time.

15/44 Declaration of Interests

The English Pharmacy Board noted paper 15.04/EPB.03.

The Board were reminded by the Chair that any future amendments should be sent directly to Yvonne Dennington in order to update this paper. Board members were also reminded to declare interests at the start of the discussion on any item to which it relates.

15/45 Minutes of the EPB meeting held on 29th January 2015.

The minutes of the meeting held on 29th January (circulated as paper 15.04/EPB.04) were received and **agreed** as a correct, subject to the following amendments:-

Deborah Evans was not present at the meeting on 29th January 2015.

Item 15.05 to be amended to say "acting on behalf of...." The English Pharmacy Board concurred with this suggestion.

15/46 Matters arising not specifically included on the Open Business agenda

The English Pharmacy Board noted paper 15.04/EPB.05 and the following issues were raised:-

14/108.3 - HAG - Howard Duff reported that he had spoken to Chris Cutts about this issue. CPPE have been instrumental in the move for pharmacists to self declare competencies for service provision. Concerns were raised that this was not the case in practice and that various forms indicated that the appropriate training was "strongly expected" to be undertaken before self declaring competency. Catherine Duggan undertook to raise this issue with CPPE. If considered necessary this item will be raised again at the June EPB meeting.

Action: Item on Self Declaration at the June meeting if considered necessary.

Action: Discuss with CPPE – Catherine Duggan

15/07.3 – Social media guidance – The LPF team are continuing to work on social media guidance and incorporating it into the Operating Principles document which is still being developed with LPF steering groups looking at how LPFs use the RPS brand.

15/07.5 – Jonathan McShane – A letter of congratulation has been sent to Jonathan and he will be attending the EPB meeting on 25th June 2015

15/04 – Pharmacist Prescribing – RPS will be leading and owning the work on the single prescribing framework. This framework was first developed by the National Prescribing Centre. Cathy Picton's services have been engaged to lead this work, Cathy also developed the first framework with NPC. This work is a huge

undertaking but will also bring the RPS much recognition. A project initiation document will be circulated to the English pharmacy Board in due course. It was highlighted that this work should also focus on how pharmacists work with other prescribers and on developing a leadership role.

Action: Circulate the PID for the single prescribing framework – Catherine Duggan

15/47 Update papers for noting formally by the English Pharmacy Board

15/47.1 Corporate Communications Update

The English Pharmacy board noted paper 15.04/EPB.06 (i) and appendix.

The Chair congratulated the Communications team for their hard work and dedication in connection with the launch of the Pharmacists working with GP Surgeries at the King's fund on 17th March. The media coverage was excellent with numerous interviews on television and radio along with high profile articles in major national newspapers.

15/47.2 Public Affairs Update

The English Pharmacy Board noted paper 15.04/EPB.06 (ii).

Charles Willis referred to the key candidates list (Appendix B) and said that 9 of these candidates had accepted a constituency visit which will be arranged within the next few weeks prior to the general election on 5th May. The LPF team are helping with the logistics of these visits. Charles also referred to appendix 3 the "politicos" list. This additional member input will enhance the output of the public affairs team.

The Chair said that Board members should use this time, pre-election, to try and influence candidates with regard to pharmacy.

With regard to the NHS structure updates, Board members requested that these updates do not form part of the normal monitoring updates but that they are given separately.

The Public Affairs web pages have now been updated and are topic led (rather than news led).

A review of the top 50 stakeholders will be undertaken post election and a paper on this will be presented at the EPB meeting in June. It was recognised that Board members need to work more closely with the Local Relationship Development Managers to improve local relationships.

It was also highlighted that feedback had been received from HealthWatch on how the RPS will involve the patient voice in future work. As an organisation the RPS needs to check and challenge patient involvement within its work streams.

Action: NHS structure updates to be given to Board members separately – Charles Willis

Action: Top 50 stakeholder list – paper to be presented at EPB in June – Charles Willis

15/47.3 LPF update and Governance Reports

The English Pharmacy Board noted paper 15.04/EPB.06 (iii) and appendices

Update

Alice Dartnell introduced Rachel Knight, a new member of the team who had recently replaced Penny Woodgate, covering NHS South region.

The invited members were asked to comment on their LPFs, both said their groups were very active and that attendance by Board members was very valuable.

The LPF team are currently concentrating on the areas that have red status in the report. An update of movement from red to amber/amber to green is required in future reports. Quarterly webinars have been introduced to promote LPFs sharing and learning from each other.

Deborah Evans, the Board lead for LPFs, reported that she was working closely with Alice to improve engagement. Board member engagement is also critical and Board members are encouraged to be active in their LPFs. Previously geographic allocation of Board members had not worked very well, the team were looking at ways of improving allocation. A rolling calendar of events will be sent to all Board members in order that they can attend meetings where possible, this will be reviewed in June to gauge its success. A table of Board members expertise is also to be developed, this will help LPF steering groups to decide if they would like a Board member to speak on a topic at a meeting.

The role of the Local Relationship Development Managers needs to be articulated to steering groups in order to manage expectations. A description of the role is to be circulated to steering groups.

The next LPF development day will be taking place on 7th June in Birmingham, this is an opportunity for steering groups to get together. A policy pack is being developed to encourage feedback from LPFs to the EPB.

Event update: 30 events – 780 attendees (125 of which were non-members), 48 were pre-reg and students.

Action: Add update on movement from red to amber/amber to green in future reports – Alice Dartnell

Action: Develop table of Board members expertise to share with LPF steering groups – Alice Dartnell

Action: Review calendar of events and board member engagement with LPFs – Alice Dartnell/Deborah Evans

Action: Circulate calendar of events to board members – Alice Dartnell

Action: Circulate the role of the LRDMs to steering groups

Governance Report

The English Pharmacy Board agreed the Governance Reports as per paper 15.04/06 (iii) appendix A

15/47.4 IM&T Update

The English Pharmacy Board noted paper 15.04/EPB.06 (iv).

Sultan “Sid” Dajani requested that his availability is considered when arranging future meetings.

Sibby Buckle continues to shadow Sid in this role for a period of transition before taking over.

The issue of the recent failure of EPS was raised. Sid agreed to raise this issue with the group.

Action: The recent EPS failure to be included on the next meeting of the IM&T group – Heidi Wright

15/47.5 Pharmacy Public Health Forum update

The English Pharmacy Board noted update 15.04/EPB.06(v)

The Chair sent congratulations to Jonathan McShane on his appointment as chair of the Pharmacy Public Health Forum, and invited him to attend the next EPB meeting in June. Jonathan will be attending the EPB meeting on 25th June.

The Healthy Living Pharmacy workstream should see some significant progress in the future.

A question was raised as to whether the call out by DH for policy research will be re-commissioned. It was suggested that Claire Anderson sends an email to Helen Gordon with more detail in order to raise the question with Jonathan McShane at the EPB meeting in June.

English Pharmacy Board members were asked to note that there is a Public Health Conference on 15th and 16th September 2015. The English Pharmacy Board should have a presence there.

Action: Re-commissioning of policy research – send email to Helen Gordon and raise issue with Jonathan McShane – Claire Anderson

Action: EPB member to attend the Public Health Conference – Howard Duff

15/47.6 Consultations and Policy

The English Pharmacy Board noted paper 15.04/EPB.06 (vi)

Concerns were raised by Board members over the number of consultations and the capacity to respond to them. Of particular concern was the decision not to respond to the NICE consultation on Diabetes type II - Heidi Wright explained she did not have the capacity to respond but invited comment from Board members to feed in.

The English Pharmacy Board were assured that there is a robust system of considering consultations and where the RPS is unable to respond the consultations are sent to the relevant specialist groups. In general the RPS try to set the bar appropriately, inevitably sometimes consultations may be missed. Due to resource implications there is a balance to be struck. Within the England Team the capacity for Heidi Wright to respond to the required number of consultations is of concern, it is hoped to spread the load across the Public Affairs team.

Action: Check if a response eventually went in to the consultation on Diabetes type II – Howard Duff

15/47.7 Science and Research update

The English Pharmacy Board noted paper 15.04/EPB.06 (vii).

It was noted that the RPS has appointed a replacement for the Head of Research. Ruth Wakeman was thanked for supporting the team in the absence of a Head of Research.

15/47.8 Professional Standards update

The English Pharmacy Board noted paper 15.04/EPB.06 (viii) and appendix.

Ruth Wakeman highlighted that there was a lot of work in progress on Specials guidance, this work is being led by Cathy Picton.

RPS produced guidance on Care Homes in 2011. Scotland are using this guidance to great effect to drive change. Evaluation of the outcome is currently being undertaken. The English Pharmacy Board would welcome a briefing from Scotland at their next meeting in June. This will assist with planning the campaign on Care Homes.

The issue of community pharmacy guidance was raised. Catherine Duggan responded saying that work was planned to look at community pharmacy guidance and an update of this work would be taken to the next Profession Leadership Body group meeting. Embarking on Community Pharmacy Standards will be a huge piece of work and will need to be resourced, this work is not in the current budget. Catherine cautioned that future standards should not refer to numbers of staff as this was difficult territory to manage.

Managed repeats – guidance has been developed but has not yet been signed off by Scotland – Ruth Wakeman undertook to follow this up and re-circulate guidance. The English Pharmacy Board have the option to decide whether to wait to launch this guidance as GB guidance or to launch it in the near future as English guidance only. Howard Duff undertook to speak to Country Directors about this issue and to raise it at the PLB.

Action: Scotland to provide briefing on the evaluation of the Care Homes guidance – HD/Anna Marie McGregor

Action: Managed repeats – circulate guidance, follow up with Scotland, raise at PLB and speak to Country Directors – Ruth Wakeman/Howard Duff

15/47.9 Library and Museum update

The English Pharmacy Board noted paper 15.04/EPB.06(ix).

15/47.10 Medicines Optimisation update

The English Pharmacy Board noted and agreed the recommendations contained in paper 15.04/EPB.06 (x)

Board members were encouraged to attend the remaining AHSN meetings.

Action: Liz Butterfield undertook to re-circulate a schedule of remaining meetings.

15/48 Public Affairs and Policy Statements

15/48.1 Public Affairs – First 100 days post election

The update on the first 100 days was approved at the last meeting. Currently in discussion with APPG regarding their 100 day document which the RPS will influence. The dates of the next APPG meetings are not yet known but it has been made clear that the RPS would like as much notice as possible of dates.

Board members were encouraged to become more involved pre election and influence where they can. A congratulatory letter to the new pharmacy minister will be sent as soon as this position is known.

It was noted that pharmacy received a mention in the Liberal Democrats manifesto 2015.

15/10.2 Policy Statements

Board members were informed that there were no policy statements for sign off at this meeting.

15/49 EPB Campaigns

15/49.1 Current Campaigns

Howard Duff gave an update on campaigns 1 and 2. The presentation will be circulated to Board members after the meeting.

To date the second report on Urgent and Emergency care from NHS England has not been launched and it is unlikely to be launched during purdah.

The importance of pharmacists getting involved with the System Resilience Groups (SRGs), of which there are 147, was raised.

Courses for physician assistants are currently being set up at Schools of Pharmacy. The issue of being a registered professional before being able to prescribe was raised.

Pharmacists working with GP Surgeries – the launch of this campaign has been successful with enormous media coverage. The RCGP have been fully supportive. Since the launch various high level meetings have taken place working on the detail of pharmacists working in GP surgeries, a paper has been produced by DH and NHS England and there will be a further meeting/dinner this evening planned by the Nuffield Trust. This is an opportunity for pharmacists to help with the current crisis regarding too few GPs. Discussions continue on how this initiative will be implemented at scale and at pace although timescales have not currently been agreed. This is currently part of the NHS England 10 point plan and is taking priority. It remains important to foster external relationships and the Nuffield dinner facilitates this aim.

Discussion continued regarding pharmacists working in GP surgeries and some of the comments put forward were:

- Concerns about delivery – are there enough pharmacist prescribers
- Do pharmacists have the specific skill set required
- Extra work to be done in articulating what pharmacists could do at different levels
- Need to take the profession along the journey
- Pitch pharmacists at the correct remuneration level

- Keen to see pharmacists enhancing communication about medicines not just prescribers
- Encourage LPFs to get involved – how can they support this initiative
- Dispel myth that this role is only for hospital pharmacists – language to be inclusive
- Professional autonomy
- Is there a role for the superintendent or not?
- The role needs to be better understood – vignettes are needed
- Great career opportunity
- Keen to spread the word – localities further afield do not have the same level of awareness
- Talk of upskilling will deter – careful of rhetoric
- Seen as research into practice – there is a quality aspect to the detail – share good practice
- “just do it”
- Patients do not view pharmacists as being at different levels or sectors – they are just pharmacists
- Looking for a broader career structure
- Need to describe a career path
- Local relationships will be key to success

Action: Circulate presentation - Yvonne Dennington

Action: Howard Duff, Heidi Wright and Alice Dartnell will develop a plan to support pharmacists to get involved with SRGs.

15/49.2 Future Campaigns

The three remaining campaigns relate to share records, long term conditions and care homes. A discussion continued on the pros and cons of choosing the next campaign.

Views were canvassed from some Board members, and others requested more time to consider the options. The campaign on shared records was fairly popular as it is happening anyway and underpinned all other campaigns. Campaign No 2 still has some time to run so currently there is no urgency to choose the third campaign. The Chair recounted that the previous campaigns had happened due to the right opportunities presenting themselves, the same could happen maybe post-election for campaign no 3 responding to a yet an unknown agenda.

Action: The issue of polypharmacy will be raised with RCGP, Pharmacy Voice and PSNC, the outcome of these conversations could influence the order of the next campaigns.

15/50 EPB Business Plan

The English Pharmacy Board noted paper 15.04/EPB.09.

Howard Duff informed Board members that if they had any questions relating to the business plan to contact him outside of this meeting.

15/51 Polypharmacy

The English Pharmacy Board noted paper 15.04/EPB.10.

The Chair welcomed Nina Barnett, Consultant Pharmacist to present on polypharmacy to the English Pharmacy Board.

Nina highlighted that in 1980 patients were discharged on between 1-8 medicines, currently they are discharged on 1-25 medicines. Nina highlighted how the focus on the patient perspective should be considered when assessing a patient's multiple medication. Polypharmacy is a complex area and many clinicians do not manage it well. There is currently a lot of focus on polypharmacy, over the past 6 months there have been many articles in journals on this subject. Much of polypharmacy is focused on the frail elderly. There is a role for pharmacy to play in helping to manage polypharmacy, pharmacists have the skill set to do this. Questions were raised as to whether the Medicine Use Review programme met the needs of polypharmacy, clarification was given that MURs are a use review not a clinical review and therefore currently would not be appropriate. A clinical review would need more time.

It was generally agreed that polypharmacy is an important issue and could form part of any of the three future campaigns. It was suggested that RCGP were asked for their views on how pharmacists input into polypharmacy could assist with long term conditions.

The Chair thanked Nina for her interesting presentation on polypharmacy and how it had raised awareness of the subject with Board members.

Action: Circulate presentation – Yvonne Dennington

15/52 RPS Conference

A draft programme of the conference was tabled. Regarding the key note address, a reply is still awaited from Simon Stevens and a letter is to be sent to Chris Ham, Kings Fund. Registration has opened, currently 10 people have registered. 169 abstracts have been received. The next meeting of the conference committee is scheduled for 29 April 2015. Any comments from the Board should be fed in before this meeting.

15/53 Education

There is still more work to be completed on the statements relating to education following on from the EPB working day on 14th April 2015 and 29th January 2015, therefore there was nothing to discuss under this item.

Action: Circulate update from Working Day – Howard Duff

15/54 Any other open business

15/54.1 Mahendra Patel reported that he was due to attend two meetings one with the International Glaucoma Association and the other with Vision 2020. He also reported that he had been working with the RCGP which should lead to a one day joint conference (it has since been confirmed that this will go ahead).

15/54.2 Farewell and elections

The Chair bade farewell to Shilpa Gohil as this was her last meeting before stepping down from the English Pharmacy Board. Shilpa has been on the English Pharmacy Board since the beginning of the new RPS and has done a good job as a Board member and previous Chair. The Chair and Board members wished her well.

The Chair wished Board members who were up for election good luck.

15/55 Agree Key Messages

The English Pharmacy Board key messages from this meeting will be agreed outside of the meeting.

15/56 Close of meeting

The open session of the meeting closed at 4.00pm and the Chair thanked all those present for attending including invited guest, who had departed before the short confidential session at 3pm.

15/57 Dates of next meetings (2015)

EPB induction and working day	Wednesday 24 th June 2015
EPB meeting	Thursday 25 th June 2015
EPB working day	Wednesday 7 th October 2015
EPB meeting	Thursday 8 th October 2015
Annual General Meeting	Wednesday 24 th June 2015

Board Members please note: All of the above dates are to be diarised. Board meeting dates are firm dates but Working Days will only be used at the discretion of the Chair and the Director for England.