

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

Minutes of the meeting held at 9.00am on 1st February 2018 in the RPS suite, Ground Floor at the Royal Pharmaceutical Society, 66 East Smithfield, London E1W 1AW

Present

Sandra Gidley (Chair)
Clair Anderson
Catherine Armstrong
Nadia Bukhari
David Carter
Ash Soni
Tracey Thornley

Sibby Buckle (Vice Chair)
Martin Astbury (by teleconference)
David Branford
Elizabeth Butterfield
Sultan "Sid" Dajani
Aamer Safdar

Guests

Claire May
Nisa Khan
Isaq Goga
Graeme Hood
Sarah Billington (item 12)

Sussex LPF
Manchester LPF
Manchester LPF
CPhO Clinical Fellow
Head of Medicines Optimisation, Care Quality Commission

Ian Bates (item 14)

Education adviser for RPS

In Attendance

Paul Bennett
Robbie Turner
Catherine Duggan
Ruth Wakeman

Chief Executive
Director for England
Director of Professional Development and Support
Associate Director of Professional Development and Support

Chris John
Beth Ward
Neal Patel
Andy Cooke
John Lunny
Gareth Kitson
Corrine Burns

Workforce Development Lead
Head of Faculty and Foundation
Head of Corporate Communications
Practice and Policy Lead for England
Public Affairs manager
Professional Development and Engagement Lead
Pharmaceutical Journal, RPS correspondent

Apologies

Mahendra Patel

18/12 Welcome and Introductions

The Chair welcomed EPB members and staff to the meeting and asked all present to introduce themselves. She invited visiting members to contribute to the discussion if they wished.

18/13 Apologies

Apologies were received from Mahendra Patel due to a bereavement..

18/14 Declaration of Interests

The English Pharmacy Board noted paper 18.02/EPB.03. Board members were reminded to send in any amendments to their declarations to Yvonne Dennington and were also asked to state, in the interests of best practice, any declared interest at the start of the discussion to which it relates.

18/15 Minutes of the meeting held on 5th October 2017

The minutes of the meeting held on 5th October 2017 circulated as paper 18.02/EPB.04 were agreed as an accurate record of proceedings, with the exception of the name Claire (Anderson) being misspelt.

18/16 Matters arising not specifically included on the Open Business Agenda

17/51 D Bearman Presentation re South West

Ash Soni is in receipt of the presentation (edited version) and agreed to share it with board members (this action was completed after the meeting).

17/111 – Pharmacy Facts and Figures

As requested John Lunny has updated the pharmacy facts and figures paper 18.02/EPB.05. The English Pharmacy Board noted this paper.

17/120 Clinical Fellow

The Assembly (November meeting) approved the funding for a clinical fellow from the next cohort. The clinical fellow will be appointed in the summer. Robbie Turner is currently working on a job description for this position to take forward a productive piece of work.

A meeting was held with the clinical fellows on 9th January and another is planned for 17th April.

Graeme Hood said the clinical fellows scheme gave opportunities to early career pharmacists from primary and secondary care. The CPO fellows work and network alongside the medical clinical fellows so their network base is broad.

18/17 RPS English Pharmacy Board Elections for 2018

The English Pharmacy Board noted paper 18.02/EPB.06.

It was noted that the scrutineer for this year will be Mi-Voice.

Robbie Turner said that after the last elections he met with successful and unsuccessful candidates to take their feedback on the elections. Following on from this suggested amendments to the timings of the elections have been made and where possible the process has been shortened. The hustings will be held earlier this year on 17th April at 7pm using the “telegram” platform. The Board asked for consideration to be given to using other platforms as not everyone likes “telegram”.

Nadia Bukhari raised the issue of consecutive terms of office. Paul Bennett replied that a full governance review was in process, phase 1 of the review is currently underway and will be taken to the Assembly in March, and phase 2 will follow. This issue will be covered in phase 2. Ash Soni added that this was considered in a previous review and was rejected. Tracey Thornley and Martin Astbury are the EPB representatives on the governance review working group, any issues should be channelled through them.

The issue of election communications was discussed and Robbie Turner said that there is a balance to be struck when communicating. The elections are a democratic process and care must be taken not to overload the membership with communications.

It was noted that there will be a help line provided by the scrutineers (Mi-Voice) to assist candidates with their applications.

Action (1): consider using other platforms for the hustings – Neal Patel

Action (2): recirculate the November Assembly paper relating to the elections

18/18 Public Affairs and Policy Statements

Independent Prescribing draft policy

The English Pharmacy Board discussed paper 18.02/EPB.07 (a).

There was some discussion about a pharmacist being preferable as the supervising independent prescriber (recommendation1). Some board members cautioned against this as it could result in limiting the profession and creating barriers. It was **agreed** not to include any limitations.

It was suggested that the 2nd paragraph on page 3 should be given more prominence. Andy Cooke to take this into consideration when making amends to the draft along with using more forceful, confident language throughout the document. Any other suggested amends should be emailed to Andy.

There was some discussion about the model of funding for prescribing courses and the RPS committed to raise this in the relevant fora.

It was agreed that the final document, taking account of the suggestions made, will be signed off by the Chairs.

Action (1): email amends to Andy Cooke

Action (2): sign off by Chairs

Action (3): Claire Anderson to circulate paper from University of Nottingham relating to independent prescribers in the community.

Mental Health Campaign

The English Pharmacy Board noted paper 18.02/EPB.07 (b).

Dave Branford introduced the paper saying that the policy asks had been developed in conjunction with Peter Pratt (lead on mental health for NHEngland) and Bruce Warner (deputy CPhO).

Board members discussed the policy asks and broadly agreed with them. Some additional points were raised that could be considered for inclusion:-

- When looking at medicines for depression include anxiety
- Rising trend of abuse of prescription medicines
- Anti-depressants – refer to work that has already been done such as a BMJ paper and the Guardian newspaper – Claire Anderson has many contacts to use in this area
- Stress in young people – anxiety/self harm – Paul Bennett declared an interest here with his work with Ray Lyons looking at the role of community pharmacy with young adults and children with ADHD.
- Dementia - look at dementia friends – Ash Soni can make contact with Admiral Nurses
- Post natal depression – much has been done in this area – can signpost.
- Carers are important
- Mental health is a disease state and should be tackled holistically –for example through drug abuse, smoking cessation, diet, complex morbidity.
- Public Health England want to see the health economic elements

Robbie Turner added that the challenge with this campaign is the breadth of scope and that it has more impact if it is tightly focussed – tackling it in manageable chunks is critical. John Lunny said he would reflect on the comments and will use feedback to inform engagement, communications and the media campaign.

Action (4): John to send email to Board members seeking involvement with the campaign

18/19 Updates from Team England

The English Pharmacy Board **noted** the update papers 18.01/EPB.08 (i) – (x).

(i) Local Engagement – there is duplication of board members allocated to geographical areas and Dave Carter is omitted from the list.

Action (1): Gareth Kitson to check this and recirculate for agreement.

Members need not always attend meetings in person there is provision to record a video message.

- (ii) Public Affairs – noted.
- (iii) Policy and Consultations – noted.
- (iv) Digital (IM&T) - noted
- (v) Medicines Optimisation – noted. Update on RMOC –
Action (2): awaiting the minutes of the last meeting of RMOC to be made public these will then be circulated to board members.
Once outputs are agreed the minutes are to be disseminated as wide as possible – the PJ maybe able to assist with this. The Science and Research board could possibly help with the work of RMOCs – eg. biosimilars.
- (vi) Pharmacy Public Health Forum – nothing to note.
- (vii) Innovators' Forum – noted
- (viii) PGEU – now part of the international strategy – a paper will be going to the March Assembly.
Action (3): Circulate Sid's report from 22nd December 2017
- (ix) FMD – Detailed briefing document is now live on the FMD website -
Action (4): Consider for April EPB agenda as FMD implementation is imminent.
Action (5): check FMD link and circulate – Tracey Thornley
- (x) HEE – a significant consultation has been launched on the strategy for the future workforce – Chris John is leading this consultation.
Action (6) ask Pharmacy Dean(s) to next EPB meeting – RT/SG

18/20 Update from Professional Development and Support

The English Pharmacy Board noted paper 18.02/EPB.09.

There was some discussion around recruiting for the Faculty. Catherine Duggan said that it is imperative that revalidation is linked to membership of the Faculty.

Sultan “Sid” Dajani queried the international strategy for Europe. Catherine replied that she is currently working on a paper for the Assembly meeting in March which will consider Europe (pre and post Brexit) as part of the overall International Strategy. Paul Bennett added that he would welcome Sid's help with this to ensure nothing is missed.

18/21 Political Party Conferences 2018

The English Pharmacy Board discussed paper 18.02/EPB.10.

John Lunny introduced the paper saying that it sets out options for the 2018 political conferences.

A conflict of interest was noted from

- Sibby Buckle as being on the approved candidates list for the Conservative Party but having nothing to do with the party conference other than attending the Conservative Party conference as a party member

- Sandra Gidley as she will also be attending the Liberal Democrats conference as a party member and member of approved candidates list.

There was some discussion around the value of attending the conferences and the networking opportunities that arose. Others felt there was more to be gained by engaging locally. Rather than hosting a reception at the conferences it was suggested that a dinner be hosted at the RPS, it was generally felt to be a good alternative but the location would need to change to somewhere close to Westminster as MPs get called away at a moment's notice to vote so therefore do not want to be far from the Houses of Parliament.

There was broad agreement for:-

- Single attendance at party conferences with the exception of the Conservative conference where Sibby will be supported by a staff member
- A dinner at Westminster
- Focus on local engagement rather than engaging with MPs at conference
- A reception – targeted and campaign related – being clear on our messaging
- Encouraging board members and our members to engage with MPs.
- Accept all invitations to fringe meetings
- Look at opportunities to attend other conferences and to put speakers forward – improving our opportunities to engage

Action: develop a tool kit to help members engage with MPs – JLunny

18/22 English Pharmacy Board Programme of Work including Campaigns for 2018

The English Pharmacy Board **noted** receipt of the presentation circulated ahead of the meeting.

Robbie Turner introduced the new style presentation which focuses on current work and work coming up.

Andy Cooke introduced the work on policy and practice as per the slides saying that the Innovators' Forum report on the evidence session on Urgent and Emergency care was in the process of being edited and will be published soon.

John Lunny introduced the work on public affairs noting that APPG are apt to change dates and times at short notice and he has asked for advance warning on changes so these can be diarised in a timely manner.

Gareth Kitson introduced Local Engagement saying that all LPF finances have now been centralised and the transition had been smooth. There has been an increase in the number of LPF events booked with good feedback on engagement at events.

The new ambassadors (yet to be recruited) will help with recruiting and retention of members along with assisting with events.

The LPF leads day held at the Society in January was well received and members were pleased to have the session on data protection as this answered a few of their questions about contacting members in their groups.

Gareth was thanked for the effort he has put into local engagement and this is already producing results.

Neal Patel introduced the work on communications saying that Melissa Dear and Viola Lewis work hard to promote the work we do in England and are dedicated to getting more pharmacists onto the TV. Currently building capacity in the team to do more proactive work, an agency has been engaged to assist with media enquiries. There was some discussion on communications with members, Neal said it is important to stay relevant and there are plans to improve communication.

The mental health campaign will be launching in May with a parliamentary event.

Business Plan for 2018

The draft business plan was emailed to Board members in December, no feedback had been received to date.

Robbie Turner said that there had been an intensive process to arrive at the final plan, a session with Sibby and Sandra and then tested across the organisation to ensure it fits with the organisational objectives.

Local Engagement

Action (1): A shorter version of the business plan to be developed for LPFs – RT/GK

National Engagement

Building on work already done. Full support for one parliamentary meeting per month.

Campaigns

This section contains major pieces of work that will take up the vast majority of the team's time.

There was some discussion on the Diabetes campaign. Some members thought it should be put onto the "back burner" as community pharmacy is already doing quite a lot to support patients with diabetes and therefore it is more important to focus on other campaigns as the work plan is ambitious. Others thought that diabetes could be a lever for access to the patient record and build on the long term conditions campaign by focusing on a disease area. Diabetes campaign could be linked to workforce planning and could underpin prescribing and demonstrate the role of the pharmacist in the care pathway. Diabetes is a ticking time bomb and should not be lost, it is a public health issue and links in with the Five Year Forward View.

Other points mentioned were that the focus should be on what community pharmacy wants to achieve such as extending the access to records to include laboratory results, reviewing the MUR, extending the new medicines service, influencing the next pharmacy contract, establishing what a new pharmaceutical service looks like.

The general view was to take another look at diabetes and the campaign plan after the next Board meeting when Partha Kar and Philip Newland Jones will be attending to speak about diabetes. A name change for the campaign was proposed such as the impact of pharmacy on a care pathway (diabetes).

Paul Bennett added the the EPB workplan was ambitious and cautioned against adding anything more into the plan because of a squeeze on capacity.

The EPB business plan for 2018 was **agreed** by the English Pharmacy Board.

18/23 Care Quality Commission

The Chair welcomed Sarah Billington, Head of Medicines Optimisation at the Care Quality Commission.

Sarah thanked the Board for the invite saying she is a member and that the RPS is important to her. In a past role she was Chief Inspector for the RPSGB and has spoken to the Boards before.

Sarah said she employs 44 registrants in her team – pharmacists and pharmacy technicians – with a range of job roles including managers, regional leads and pharmacist specialists (knowledge of services). There is an emphasis on succession planning in the team with a number of training posts. The team is responsible for a range of activities in order to make the service better for people, they engage with a number of providers and chief pharmacists on how medicines could be done better.

CQC regulate everything apart from registered pharmacies and high street opticians. CQC monitor, inspect and regulate services to ensure they meet fundamental standards of service. The vast majority of regulation just requires improvement, in extreme cases a service can be closed.

Sarah said that currently the CQC is undertaking a local system review, results will be published on their website. They are looking at how people move through the system and where the interfaces are, particularly for the elderly and then they will be testing the results.

Sarah highlighted the problems with keeping abreast of digital technology. Currently if you are a prescriber, registered with the GMC offering remote services in England then you need to be registered with the CQC. If these conditions do not apply then you do not need to be registered – therefore pharmacist prescribers do not trigger registration with the CQC. Remote services is a growing area and pushing at the boundaries of innovation. The CQC published an open letter about

online services. Sarah suggested that the RPS could develop support for pharmacists who are offering on-line services.

Adult social care is another area of concern and Sarah said that pharmacists may also need some support in this area too. The CQC will be willing to assist with any support tools the Society may develop in the future, by co-producing, badging, providing case studies, etc.

The area of mental health community teams was raised and particularly in relation to the review of medicines issued in specialist areas. Sarah said she would ask her teams to look into this and ask the appropriate medicines questions during reviews of community teams.

Ash Soni declared an interest as he was on the panel that appointed Sarah to her role. He asked whether anything had been done by the CQC in the area of regulating pharmacy premises. Sarah replied although it would make sense for the CQC to regulate pharmacy and they would welcome the opportunity to do so, there is a problem as they only operate in England and the GPhC covers England/Scotland and Wales. Robbie Turner added that in the consultation response on regulation the RPS suggested that the regulation of pharmacy services by CQC should be considered.

There was some discussion around care homes, polypharmacy and requirements for medicines reviews. This area is underfunded. There does not appear to be a mechanism to make this happen – it is an area of concern – pressure could be exerted onto the system to do a better job.

A couple of board members asked specific questions about inspection – Sarah advised them to send her an email with the details and she would respond outside of the meeting.

Paul Bennett asked if CQC were involved with the quality and collaborative work with the CPO's which is due to start in March led by Andrew Evans. Sarah said that CQC works closely with the CPO. Paul said he will follow up with Sarah outside of the meeting as it is important to have CQC at this meeting.

Action (1): Sarah requested that the RPS issues guidance on PGDs – as it is an area of confusion.

Action (2): Circulate Sarah's email address.

The Chair thanked Sarah for attending the board meeting.

18/24 Education Review

The Chair welcomed Ian Bates to the meeting.

Ian said he would be provoking discussion looking at the global healthcare workforce – the issues affecting countries around the world are similar to those that affect the UK. The UK Government is a signatory on the document of associated global strategies on human resources for health – 2030 strategy – long term plan. The RPS, lead by Chris John, is currently responding to a consultation from HEE on workforce – the pharmacy section of this consultation is only 3 pages out of 140.

Ian referred board members to slide 4 of his handout that outlines the strategy, and slide 7 that illustrates the projections to 2030 – illustrating hard facts that if workforce issues are not addressed demand will outstrip supply by 2030 – with the greater burden being on low income countries. The commission has come up with 10 recommendations and 5 actions. Pharmacy and pharmaceutical science education is critical.

Ian advised that the RPS should take a leading role and should align the work of the RPS with the global framework in order to re-establish our global position on workforce development.

Reference was made to the good work that had already been done by the RPS including the roadmap (recirculate), however there is a lack of communication of this work to members.

There was a further discussion on professionalism, being clear about new roles, future training concentrating on a flexible and capable workforce. Workforce development is inspirational for youngsters, it could help to increase membership.

Catherine Duggan added that there were 3 areas of focus for the RPS:-

- Undertake a mapping exercise
- Responding to consultation on workforce
- Work towards creating a centre for workforce development at the RPS

Ash Soni and Paul Bennett agreed with this three pronged approach but said it will come at a cost, the RPS could do so much more if it had the resource and it would be useful to look at potential sources of funding. It will be important to focus on the profession and public benefit.

The Chair concluded that there was an appetite for the approach described. It will be important to engage with stakeholders ie. Chief Pharmaceutical Officers and GPhC and the RPS Executive Team will need to discuss the approach in some detail as a first step.

The Chair thanked Ian for attending the meeting and raising this as an important issue.

Action (1): Recirculate road map to board members – YD

Action (2): Put workforce development on Exec agenda – RT/CD

18/24 Cannabis for medicinal purposes

The English Pharmacy Board **agreed** paper 18.02/EPB.13.

The Chair introduced the paper saying that there was little need for an indepth debate as this was a follow on from the request at the last meeting to (in principle) move cannabis from schedule 1 to schedule 2 to allow further trials to take place. This paper is asking to approve this submission to ACMD. Sultan "Sid" Dajani agreed with the Chair and gave a little background regarding the direction of travel regarding the RPS policy on cannabis in previous years.

The English Pharmacy Board **agreed** with the proposal and the final paper to ACMD will be signed off by the Chairs.

18/25 Key Messages

The key messages from the meeting were:-

- Mental Health Campaign
- Revalidation
- Workforce development
- Independent prescribing

18/26 Any other Business

Anti Microbial Resistance

Tracey Thornley raised the issue of various groups being more joined up around this subject. There are a number of groups that various people attend on this subject and it is important to take a joined up approach. Conversations need to take place before attending meetings to ensure everyone is aware of the subject matter and the RPS view.

Action (1): Discuss how to do this outside of the meeting – RW/TT/MA

Resignation

David Branford will be standing down from the Board a year early. This will create a casual vacancy on the English Pharmacy Board for a tenure of one year. Sandra thanked him for his input to the English Pharmacy Board over the years.

Dave said that his time as the previous Chair on the EPB had been a fantastic experience and a huge honour. He said he will be happy to remain involved with the work of the board if needed. He is still involved with the STOMPLD work.

18/27 Close of meeting

The meeting closed at 16.00pm.

18/28 Dates of next meetings

Dates for 2018

EPB working day – 11th April 2018

EPB meeting – 12th April 2018

EPB working and induction day – 20th June 2018

AGM – 20th June 2018

EPB meeting – 21st June 2018

EPB working day – 3rd October 2018

EPB meeting – 4th October 2018

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