

ENGLISH PHARMACY BOARD

Minutes of the meeting held Wednesday 2 July 2008 at Sir James Black Conference Suite, AstraZeneca, Alderley Park, Macclesfield, Cheshire SK10 4TF

PUBLIC BUSINESS

Present

Chairman	Beth Taylor
Vice-Chairman	Richard Daniszewski
Seema Agha	Martin Astbury
Paul Bennett	Jonathan Buisson
Gail Curphey	Brian Curwain
Sid Dajani	Lindsey Gilpin
David Miller	David Mottram
Steve Wicks	

In Attendance

Anne Adams	Head of Professional Leadership
Howard Duff	Director for England
Meghna Joshi	Senior Professional Support Pharmacist
David Pruce	Director Policy & Communications
Eileen Neilson	Head of Policy Development
Martyn Schofield	Deputy Head of Corporate Secretariat
Charles Willis	Head of Public Affairs

David Pruce, Director Policy & Communications, in the Chair.

08/32 Handbook and Standing Orders

The English Pharmacy Board

adopted

the National Pharmacy Boards Governance Handbook 2008/09 and Standing Orders.

08/33 Election of Chair of English Pharmacy Board

David Pruce advised that one nomination for Chair of the English Pharmacy Board was received. Beth Taylor was nominated by Paul Bennett and seconded by Brian Curwain.

The English Pharmacy Board

affirmed

Beth Taylor as Chair of the English Pharmacy Board 2008/09.

Beth Taylor paid tribute to Paul Bennett, Chair of the English Pharmacy Board 2007/08 and thanked him for leading the Board successfully through its first year.

08/34 Election of TransCom Representative & Deputy

The Chair introduced paper 08.07/EPB/22 which had been circulated. David Pruce advised that Nigel Clarke had indicated that as well as the main committee meetings of TransCom, which would be held for the majority in public session, there would be at least 4 working groups set up in order to manage the workstreams emanating from TransCom. It was not the responsibility of the English Pharmacy Board to assess the sectors of the known members of TransCom as it was Nigel Clarke's responsibility to ensure the correct balance.

The Chair advised that the Board had already responded to the Nigel Clarke Inquiry and that response could form the 'mandate' for the representative to follow.

In discussion the following points were made:

- The English Pharmacy Board needed to bring additional experience to TransCom therefore the representative should not also be a member of Council. Council members would have the opportunity to review and study the findings of TransCom.
- The representative would need to be able to devote significant time to TransCom as the number of meetings scheduled was considerable.
- A wider reference group, via teleconference or email if necessary, could be created to support the representative.
- The minutes of TransCom would be available on the website shortly after each meeting.
- It was important that locums and pharmacists with an NHS background were included in order to ensure all sectors of the profession considered their interests were being taken into account.
- The representative would need to be an effective communicator and able to put across the corporate view of the Board.

The Board also discussed members' declaration of interests and whether a person's membership of another pharmacy organisation would affect their becoming the Board's representative. It was agreed that there would be a broad spectrum of pharmacists on TransCom and many would be likely to have different interests in relation to the outcome of the workstream.

After the discussion the Chair called for volunteers and Lindsey Gilpin, Jonathan Buisson and David Miller put their names forward. After a secret ballot no one candidate received a majority of the votes cast so the candidate with the lowest votes, Jonathan Buisson, was eliminated and a second ballot held.

The English Pharmacy Board

elected

- i. David Miller as the English Pharmacy Board representative on TransCom; and
- ii. Lindsey Gilpin as the English Pharmacy Board deputy representative.

08/35 Election of Vice-Chair of English Pharmacy Board

The Chair called for nominations to the position of Vice-Chair of the English Pharmacy Board. Brian Curwain was nominated by Gail Curphey and seconded by David Miller. Richard Daniszewski was nominated by Paul Bennett and seconded by Seema Agha.

A secret ballot was held.

The English Pharmacy Board

elected

- i. Richard Daniszewski as Vice-Chair of the English Pharmacy Board 2008/09.

08/36 Welcome

The Chair welcomed the following observers to the meeting:

AstraZeneca

Rachael Jones	Global Publications Manager and PR officer for South Cheshire Branch
Beverley Greenway	Global Publications Manager
Angela Wardman	Patient Safety Scientist
Sarah Dilworth	Senior Project Scientist, Pharmaceutical Development and Pre-reg Tutor
Jennifer Mains	Pre-reg pharmacist
Beatrix Friedeberg	Head of Regulatory Affairs
Ruth Luther	Patient Safety Scientist
Tove Illing	Regulatory Affairs

Branches & Regions

David Andrews	Macclesfield Branch
Shane Artis	Macclesfield Branch
Fay Hartley	Stockport Branch
Caroline Millest	Macclesfield Branch

RSPGB Council

Steve Acres	Pharmacy Technician member of Council
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The Chair also welcomed Howard Duff, Director for England, to the meeting. Howard Duff would be taking over from David Pruce as the Secretary to the Board and therefore responsible for taking the work of the Board forward. Howard Duff advised the Board that he was committed to working quickly and to promoting the work of the Board in the coming eighteen months.

08/37 Apologies

Apologies for absence were received from Rachael Lemon and Catherine Duggan.

Apologies for leaving early were received from Paul Bennett, Beth Taylor, Sultan Dajani and Seema Agha.

08/38 Declaration of interests

The Chair advised Board members that the website was being updated with members' interests.

Lindsey Gilpin – Member PDA

Paul Bennett – Chairman, National Pharmacy Association, Director, Company Chemists Association, Committee Member, Pharmaceutical Services Negotiating Committee, Member of the Pharmaceutical Society of Northern Ireland

David Miller – Vice President Guild of Healthcare Pharmacists

Beth Taylor – PCC work related to pharmacists with special interests

08/39 Minutes from meeting held on 16 April 2008

The minutes were agreed subject to the following amendments:

08/18 – Declarations of interest

Lindsey Gilpin - Locum Membership PDA not *PDF*

08/25.1 – Harmonisation of Accreditation and BPC

Gail Curphey advised that she was attending NPC on 19 June 2008 to discuss and promote HAG not *9 June 2008*

08/40 Matters arising

08/22 –Presentation from Veterinary Pharmacists Group

David Pruce, Director Policy & Communications, introduced paper 08.07/EPB/23 which had been circulated and advised that due to many veterinary medicines being declassified and now available to be sold by pharmacists the Veterinary Pharmacists Group had identified a requirement for pharmacists to be trained in advising customers in how to administer these products.

David Pruce advised that the content of the pharmacy undergraduate curriculum were outwith the remit of the Board however the Board could refer to the Education Committee for consideration.

In discussion the following points were made:

- The increasing commercial opportunities for community pharmacists to provide veterinary medicines meant it was important that the VPG proposals for the undergraduate curriculum were taken forward
- The undergraduate curriculum was crowded and it was likely that in order to ensure the training in the veterinary medicines was thorough a significant component of the syllabus would need to be devoted to this subject. Specialist modules and expert tuition would need to be provided.

English Pharmacy Board

agreed

- i. that the VPG proposals were important and needed further consideration; and
- ii. that the report be submitted to the Education Committee for consideration.

Lord Darzi NHS Next Stage Review

Howard Duff, Director for England, reported that the second report of the Next Stage Review by Lord Darzi had been published on Monday 30 June 2008. On Thursday 3 July 2008 it was expected that a further report on Primary Care would be published that would identify significant implications for pharmacy, including streamlining the NICE process.

Paul Bennett reported that he was a member of group that encompassed the major community pharmacy organisations: NPA, PSNC, AIM, CCA and RPSGB. A meeting of this group was taking place today and the Pharmacy in England White Paper was part of the agenda. It was hoped that final agreement could be reached with the other bodies about working collaboratively to achieve the outcomes listed in the report. Once this was achieved then the work streams from the White Paper working group could be progressed which included writing to Keith Ridge about the collaborative process and working on the recommendations listed in Annex 2.

Howard Duff advised that due to the flurry of government publications that would have a significant impact on pharmacy a Board strategy day should be held as soon as possible to work through the implications and recommendations.

English Pharmacy Board

agreed

- i. that a strategy day be arranged for August to work through the Lord Darzi and other related reports;
- ii. that feedback from the RPSGB representatives at the external organisations community pharmacy group be sought on the way forward for progressing the recommendations in the Pharmacy in England report.

08/41 Industrial Pharmacists' Group

The Chair welcomed Mike Parker, Chairman of the RPSGB Industrial Pharmacists' Group and the Board's host for the meeting.

Mike Parker gave a presentation called 'The IPG Today and on the Future Professional Body'. A copy of the presentation is attached to these minutes.

In discussion the following points were made:

- There was a concern that industrial pharmacists would leave the Society when the transition occurred due to the proliferation of rival organisations offering value for money and services for industrial pharmacists.
- Industrial pharmacists normally worked in a global company and therefore had a global sense of the industry but the role of pharmacy in the UK was still important.
- Some of the industrial companies stipulated that pharmacists underwent CPD provided by the company which was not recognised by the RPSGB therefore industrial pharmacists had to register their CPD twice

Brian Curwain advised that he was now Chairman of Science Committee and new workstreams were underway to link IPG closer to Science and therefore there were a variety of routes for the IPG to feed their views into the plans for the new professional body.

The Chair thanked Mike Parker for his presentation.

08/42 Polyclinics

The Chair introduced paper 08.07/EPB/24 which had been circulated.

Eileen Neilson, Head of Policy Development, advised that the debate on polyclinics was moving rapidly due to the publication of the latest Lord Darzi Review and the expected publication of a report on primary and secondary care. It was the decision of the Board if they wanted a policy statement issued on polyclinics or to link this debate into the report that would be produced on Darzi.

In discussion the following points were made:

- Polyclinics needed to be studied in terms of their locality as it was difficult to implement a 'one size fits all' policy across England.
- Closer working between GPs and pharmacists was the role of commissioners and PCTs to facilitate. Having two clinicians under one roof did not guarantee joined-up working.
- Pharmacy needed to be involved in the planning process of polyclinics instead of brought in at the end.
- Pharmacy was not just about dispensing but also about public health services such as screening, visiting care homes and creating a health network. These would be affected by the creation of polyclinics and therefore the decentralised model described in the report was the more favourable option.
- Polyclinic developments in London were further ahead than other parts of England and pharmacists were already having to cope with their reality. In a report on polyclinics it would be helpful to have half the report cover the background and pros and cons of polyclinics with the second half dedicated to practical actions and tools to support successful integration with local pharmacy services.

The Chair advised that NHS London had already set up a meeting specifically to address pharmacy issues regarding polyclinics. It was chaired by a PCT Chief Executive and membership included pharmacists in commissioning roles, LPC secretaries, community pharmacy leads and others. The Chair proposed that it would be helpful if an RPSGB observer could attend a workshop of the group, planned for July 2008. Feedback on this would be reported back to the Board.

It was noted that Macclesfield had the country's largest polyclinic in existence and it was suggested that a case study be undertaken to ascertain the affect of this on pharmacists in the area. This could inform the redrafted report.

Eileen Neilson advised that she would study the report due out on primary and secondary care as well as the Darzi Review and redraft the report. A local study of Macclesfield would also be undertaken.

English Pharmacy Board

agreed

- i. that a request be made for an observer from the RPSGB to attend the London polyclinic workshop;
- ii. that the position paper be redrafted to take into consideration the views from the latest Darzi report and resubmitted to the Board;

- iii. that the position paper have the first section as the positioning of polyclinics and background and the second section as practical tools to assist pharmacists with local commissioning and implementation issues; and
- iv. that some localised research be carried out into the impact in Macclesfield to pharmacists of the large polyclinic – both in terms of financial and the impact on their existing networks.

08/43 Update from key objectives

The Chair introduced paper 08.07/EPB/24 which had been circulated.

Martin Astbury advised that in autumn 2008 supervision detailed in the Responsible Pharmacist would be studied and guidance produced to support new regulations.

Anne Adams, Head of Professional Leadership, advised that she would be contacting Board leads to find out if the Leading Across Boundaries work could be fed into their objective.

08/43.1 HAG to NAG Action Plan

The Chair introduced paper 08.07/EPB/26 which had been circulated and invited Gail Curphey to update the Board.

Gail Curphey advised that there would be a detailed meeting held with RPSGB staff, Clive Moss-Barclay, Secretary to the NW HAG, in order to address how to continue the roll out of the national programme.

Gail Curphey advised that she had attended a meeting at the NPC on 19 June and was due to present at West Midlands SHA on the HAG. The view from across the country was overwhelmingly positive and it was important that practical measures were now taken to increase the uptake.

The HAG also had a breakfast slot on Monday at BPC and it would be excellent publicity to be able to announce dramatic uptake of the programme during this event.

The Chair stated that it was important that it was understood that the HAG to NAG programme was about commissioning and clinical issues, not just about contractual issues. There could be confusion about remits of organisations if this was not communicated effectively.

Steve Wicks advised that this issue was also about the Board getting behind individual pharmacists who did not always have as much access to PCTs as contractors and recognising this as important.

The Chair thanked Gail Curphey for her work to date and advised that the success of this objective was one of the main priorities for the Board.

English Pharmacy Board

agreed

- i. that a meeting be held of Gail Curphey, Meghna Joshi, Clive Moss-Barclay, Howard Duff, Martyn Schofield and one other Board member to discuss practical ways to ensure the roll out of the national programme;
- ii. that an announcement be made at BPC 2008 about the success of the programme;
- iii. that in the communication of HAG into NAG it is made clear that this is about commissioning and clinical issues as well as contractual issues; and
- iv. that the programme emphasised that HAG to NAG was also about supporting individual pharmacists who may have less access to PCTs than contractors.

08/43.2

Pharmacists with Special Interests (PhwSI)

The Chair introduced paper 08.07/EPB/27 which had been circulated and advised that the launch of the PwSI specialty frameworks would take place on 17 September 2008. How this would be communicated would need to be picked up by the communications working group. It was also important to note that pharmacists who needed to be accredited with a speciality not listed could still do so as there was guidance on this in the 2007 DH accreditation publication.

This issue of accreditation linked into the HAG work and the need for pharmacists' specialities to be commissioned by PCTs.

Steve Wicks asked if there was a role for pharmaceutical companies to play in supporting production of guides and assisting in getting pharmacists services commissioned. The Chair responded that as PCTs commissioned PwSIs, there may be appropriate opportunities for companies to support certain educational initiatives especially in specialities that were national priorities.

English Pharmacy Board

agreed

- i. to study the role that the pharmaceutical industry could play in supporting production of information on particular subjects such as respiratory or local commissioning; and
- ii. to ask the communications working group to consider the communications plan for PhwSI.

Richard Daniszewski in the Chair.

08/43.3

Pharmacy in England

The Vice-Chair introduced paper 08.07/EPB/28 which had been circulated.

Howard Duff advised that a further part of the Darzi Next Stage Review about Primary and Community Care was due to be

published on Thursday 3 July 2008. This report as well as the recently published Darzi report would both be discussed at the Board's strategy day to be held in July/August.

Jonathan Buisson requested that a meeting be held of the White Paper working group as soon as possible to discuss the immediate implications of the publications. The outcomes of this meeting would then set the agenda for the strategy day.

English Pharmacy Board

agreed

- i. that a meeting of the Pharmacy in England working group be convened as soon as possible to discuss the report on the interface between primary and secondary care.

08/43.4

Multidisciplinary Engagement

The Vice-Chair introduced paper 08.07/EPB/29 which had been circulated and advised that a successful meeting had been held with Heidi Wright, Head of Practice and Seema Agha to discuss how to take multidisciplinary engagement forward. The Vice-Chair advised that he had contacted Keith Ridge about the scheme and been requested to contact Harriet Lewis but as yet no answer had been received.

In discussion the following points were noted:

- MURs were an important topic but there were some concerns over the large scope of the issue
- It would be preferable to wait to find out what topics MEG would raise
- The proposed membership of the forum was heavily weighted towards pharmacists
- There was a lot of tension between GPs and pharmacists on MURs and therefore this forum could be very helpful in understanding each professions viewpoint

Anne Adams advised that there was a link between this proposed scheme and her Leading Across Boundaries work and it would be useful to link the two together to avoid repetition and make effective use of staff resources.

Howard Duff advised that he would take the issue further in discussion with the Vice-Chair and appropriate board leads.

English Pharmacy Board

agreed

- i. to find out what topics MEG will raise;
- ii. to contact Harriet Lewis for follow up to Richard Daniszewski's query on MEG;
- iii. to link in with the Leading Across Boundaries programme; and
- iv. to support the ethos of multidisciplinary engagement.

08/43.5 Liaison between Primary Care Trusts & Pharmacists

Lindsey Gilpin introduced paper 08.07/EPB/30 which had been circulated and advised that she would undertake the work herself and then report back to the Board the findings. It would be useful to understand how different PCTs engaged with locum pharmacists in their areas.

In discussion the following points were noted:

- Information from PCTs could be put into newsletters as it was difficult for PCTs to always know which locums were working in their area.
- This was not a specifically English issue but the Board could act as a central point for the three countries.

English Pharmacy Board

agreed

- i. to support Lindsey Gilpin's proposals to ascertain what arrangements were in place in different PCTs to communication with locum pharmacists; and
- ii. to receive a report back from Lindsey Gilpin on her findings and proposals for a way forward.

08/44 Developments in Healthcare IT

The Vice-Chair introduced paper 08.07/EPB/31 which had been circulated and advised that Chi Wong, Practice Pharmacist, had requested that a member of the Board be allocated to the area of IT. This would mean that one member of the Board would be kept up to date with relevant IT information and could assist with feedback to staff.

The Board nominated Sultan Dajani as the Board's IT lead as he had IT experience.

English Pharmacy Board

agreed

- i. that Sultan Dajani be nominated as the Board's IT lead.

08/45 Electronic Prescription Service

The Vice-Chair introduced paper 08.07/EPB/32 which had been circulated.

Howard Duff advised that there was due to be an RPSGB IT conference on 14 October 2008. The Board needed to show leadership on this issue.

David Pruce advised that this particular issue was just relating to the accuracy check and not clinical implications. It was important that the Board gave a clear steer so staff could produce guidance for the profession.

Steve Wicks advised that the electronic service needed to be within a quality system framework and suggested that expertise from industrial and hospital pharmacists be sought.

Howard Duff proposed that a short term working group be established in order to discuss this issue in depth.

English Pharmacy Board

agreed

- i. that a working group be set up to discuss in detail what safety checks are needed for accurately checking electronic prescriptions;
- ii. that appropriate specialists be co-opted onto the group to provide detailed knowledge and that industrial and hospital Board members be asked to provide information on the systems in place in their workplaces.

08/46 Communications Working Group Update

The Chair introduced paper 08.07/EPB/33 which had been circulated and advised that there were still problems with the electronic distribution of *Pharmacy Now*. A recent audit had confirmed that there was a problem with spam filters filtering out bulk emails and therefore it was not being seen by a large proportion of the intended recipients. This was a great disappointment as there was an enormous amount of work that went into each issue which was wasted if the membership were not receiving the email. The Board also wanted the e-magazine to be sent to the registered pharmacy technicians.

Steve Wicks advised that in the next 18 months the Society needed to very quickly get better at promoting itself and effectively solve basic IT problems like the one identified.

English Pharmacy Board

agreed

- i. that an urgent review of the electronic distribution of *Pharmacy Now* be undertaken;
- ii. that pharmacy technicians be included in the distribution.

08/47 Dates of next meetings

The dates of the future meetings were noted.

English Pharmacy Board

Wednesday 29 October 2008 from 1030-1530

Wednesday 4 March 2009 from 1030-1530

Wednesday 24 June 2009 from 1030-1530

Wednesday 16 September 2009 from 1030-1530

Wednesday 25 November 2009 from 1030-1530

Communications Working Group

Tuesday 29 July 2008 from 1030-1300

08/48 Any other business

MURs

Howard Duff introduced paper 08.07/EPB/34 which had been circulated via email.

In discussion the following points were made:

- It was a well balanced article
- A professional indemnity insurance would not cover allegations of bullying, only a trade union could do this
- The article could be more forceful

- Targets should not effect clinical practice
- The article assumes an equal balance of power between a locum pharmacist and a superintendent pharmacist

English Pharmacy Board

agreed

- i. to provide feedback on the headlines via email to Howard Duff.

Credit Cards

Jonathan Buisson advised that Bernard Kelly, Director of Finance & Resources, had agreed that the National Pharmacy Boards could be allocated Society credit cards.

Attendance Fees

The Board was advised that Council had agreed an increase to the attendance rate from £200 to £223 per full day.

David Pruce

The Vice-Chair announced that this was the last meeting that David Pruce in his previous role as Secretary to the English Pharmacy Board would attend. The Board paid tribute to David and thanked him for his hard work and dedication.

The Vice-Chair thanked everyone for attending and closed the meeting.