

PSNC Legislation and Regulatory Affairs (LRA) Subcommittee

Minutes For the meeting held remotely

on 06 June 2023

Members of LRA present: Ian Cubbin (Chair), Marc Donovan, Stephen Thomas, Lindsey Fairbrother, Ifti Khan.

In attendance: Jas Heer, Clare Kerr, Fin Mc Caul, Claire Nevinson, Olivier Picard, Adrian Price, Sian Retallick, Anil Sharma, Faisal Tuddy, Daniel Fladvad (Member and LPC Engagement Officer), Gordon Hockey (Director, Legal), Zoe Long (Director, Communications), Janet Morrison (Chief Executive), Rob Thomas (Funding Delivery Manager), Katrina Worthington (Regulations Officer).

Welcome from the Chair

1. The Chair welcomed those present.

Apologies for absence

2. There was none.

Conflicts or Declarations of Interest

3. Ifti Khan and Adrian Price declared that they are members of the sector's Supervision Practice Group-. It was noted this is an ongoing declaration in relation to the agenda item on supervision and related agenda items; and for this year.

Minutes of the last meeting

4. The minutes of the subcommittee meeting held in March 2023 were approved.

Actions and Matters Arising

5. There was none.

Decisions

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Community Pharmacy Assurance Framework (CPAF) screening questions

20. It was noted that this was more a matter of report than decision, although this year's CPAF has not yet been announced. It was noted that the 10 screening questions remain the same apart from references to ICBs now rather than NHSE.
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Business continuity plans for temporary closures

29. The Director, Legal, indicated that the office will draft a template business continuity plan for temporary closures to assist members.
30. Also, that the office will discuss with NHSE:
 - an approved manner for members to notify ICBs of a temporary suspension (as practicable) or when one is likely (whenever possible); and

(the suggested starting point for approved notification to ICBs was completion of the NHS profile manager – to change the NHS Website and Directory of Services (DoS) entries for the pharmacy – but it was suggested that this is troublesome for some over weekends and bank holidays if reports and changes are made through head offices and therefore other forms of notification are important.)

- an approved manner for the notice visible from the outside of the premises to provide information to patients and those who use the pharmacy (for physical (bricks and mortar) pharmacies).

(it is understood that the approved manner of the notice to patients will be similar to the current PSNC (CPE) template at <https://cpe.org.uk/quality-and-regulations/clinical-governance/managing-a-temporary-pharmacy-closure/>)

31. It was noted that any notification of a temporary closures on a weekend or bank holiday resulted in questions from NHSE (now ICBs) 4 or 5 days later because the offices are not open out-of-hours; and there are significant operational issues for members when only one colleague or pharmacist is available (notification is as practicable).
32. The Director, Legal indicated that the office would be contacting members of the subcommittee to discuss practical issues around such plans with their respective organisations, to seek to get the best possible template for members.

Action: Draft a template for members and seek to resolve with NHSE the approved manner of notification and display sign

GPhC consultation on fees

33. The Chair presented this item and suggested that GPhC's proposed increase in fees is not warranted given its previous increases in the fees and we should not be supportive of it with members chronically underfunded and under cost and workforce pressures.

Action: Respond in suitable terms to the GPhC

Reports

Serious Shortage Protocols

34. The report was noted by the subcommittee and the ongoing IT/Drug Tariff related work was noted with approval.

HRT PPC – an update

35. The report was noted by the subcommittee and in particular the low DHSC estimate of additional costs and higher Community Pharmacy England estimate.

DHSC Regulatory Easements - imposed – an update

36. The report was noted by the subcommittee and that it is likely there will be a second webinar on the regulations once the NHSE guidance has been published.

AOB

37. ----