



## Minutes of the Service Development Subcommittee meeting held at Hosier Lane on 11th September 2024 commencing at 12.45pm

**Present:** Fin McCaul (Chair), Phil Day, Sami Hanna, Clare Kerr, Jay Patel, Olivier Picard.

**In attendance:** Alastair Buxton, Janet Morrison, Rosie Taylor, David Onuoha, Adrian Price, Anil Sharma, Ian Strachan, Shiné Brownsell, Sue Killen, Daniel Fladvad, Melinda Mabbutt, Prakash Patel, Tricia Kennerley, Sian Retallick, Mike Dent.

### Item 1 – Welcome from Chair

1.1 The Chair opened the meeting and welcomed attendees.

### Item 2 – Apologies for absence

2.1 None.

### Item 3 – Conflicts or declarations of interest

3.1 Olivier Picard advised that he has been invited to a Cegedim networking event in France.

### Item 4 – Minutes of the June meeting and matters arising

4.1 The minutes of the subcommittee meetings held on 26th June 2024 were approved.

### Item 5 – Review of progress against the 2024/25 Workplan

5.1 The subcommittee noted the progress on the workplan for 2024/25.

### Item 6 – Roles and responsibilities of Service Development Subcommittee additional members

6.1 Comments were requested on the paper in the agenda and additionally views on how many additional members should be sought and whether there should be a fully open call for interest or whether it should be restricted to members and staff of LPCs.



6.2 The following points were noted:

- There were varying views on whether additional members should be recruited on an ad hoc basis or whether a more permanent membership should be offered; it was agreed there were pros and cons for both options.
- There was agreement that the role should not just be limited to an LPC member of staff or committee member and that potentially there may be benefit of being able to recruit someone from out of the sector, depending on the skills that were needed.
- It was agreed that a full gap analysis should be carried out by SDS members to help identify what gaps are missing from the subcommittee to allow further discussions on the role to continue.

**ACTION: Clare will email all SDS members to ask them to provide their thoughts on where the potential skills and knowledge gaps are for the subcommittee.**

### Item 7 – Review of the Pharmacy First clinical pathways

- 7.1 Feedback on the clinical pathways and the positioning of the Gateway points was sought to feed into the NHS England review of the pathways. Fin advised that he and David will be attending a Working Group that will conduct a clinical stock-take of the clinical pathways next Tuesday.
- 7.2 Alastair Buxton advised that NHS England had requested an additional member to join the group from the multiple part of the sector; Rob Severn from Nottinghamshire LPC and Rowlands Pharmacy will therefore be joining the Working Group.

### Item 8 – Vaccination update

- 8.1 The risk of the delayed start to the flu vaccination service having an adverse impact on patient uptake of vaccine was a matter that the Services Team was continuing to push NHS England, DHSC and UKHSA on, with a meeting to discuss this and their contingency plans should vaccination rates be lower than normal being arranged. Alastair Buxton asked subcommittee members what their experience was so far of the number of bookings for flu vaccination appointments, compared to at this time in previous years.
- 8.2 Feedback was that there is still demand for bookings but numbers may be lower than last year and that patients want to be vaccinated on 3rd October and if appointments are not

available on that day, they will try another pharmacy. Therefore, it appears there is still some confusion amongst patients around the clinical benefit of being vaccinated later in the season.

### **Item 9 - Policy on pharmacy technician use of PGDs**

9.1 The subcommittee agreed with the proposed policy set out in the agenda paper.

9.2 The proposed policy, as detailed below, was agreed by the Subcommittee:

That all services involving the use of PGDs should be able to be provided by pharmacy technicians where the individual pharmacy wishes a pharmacy technician to provide the service and the individual pharmacy technician has satisfactorily demonstrated their competence to provide the service to the pharmacy owner.

**It was recommended that the above policy be adopted by the Committee.**

9.3 A question was raised about why the Flu Vaccination Service still requires clinical supervision by a pharmacist if a pharmacy technician is now able to provide a PGD service. Alastair Buxton highlighted that since this was a pharmaceutical service, there was still the need for the clinical supervision of a pharmacist.

### **Item 10 - Pharmacy Contraception Service: review of implementation**

10.1 The implementation of the service and additional support needs were discussed with the LPCs during the regional meetings in July. Some LPCs suggested the need for face-to-face training for pharmacists, particularly for those that had undertaken the training and signed up to provide the service, but who had not yet provided any consultations. This training could focus on practical aspects of provision of the service and enhancing pharmacists' confidence in provision of the service. This feedback was discussed with CPPE and they had subsequently reverted with a plan to develop a short workshop to address the training gap, which will be trialled across the country in early 2025. The CPPE regional managers will work with the LPC network to arrange venues for the training and to identify local expert speakers for the events.

10.2 There was agreement that face-to-face training should help those pharmacists who are lacking confidence in providing the service and that it was believed there would be more

demand for this type of training than the 10 proposed events. The service fee was again highlighted as a barrier for delivery of the service.

**ACTION: If Subcommittee members have additional suggestions for resources for PCS, they are asked to email the suggestions to [services.team@cpe.org.uk](mailto:services.team@cpe.org.uk).**

### **Item 11 - Discharge Medicines Service: review of implementation**

11.1 The content in the agenda on discussions on prioritisation of service promotion undertaken with all LPCs at the July regional meetings was highlighted. Feedback was sought on the questions posed in the agenda.

**ACTION: Subcommittee members are asked to provide feedback on the implementation of the service and any lessons learned or resources required to the Services Team. Subcommittee members are also asked to, subject to the caveat on funding, consider if there are any changes that could be made to the service to improve its operation and increase provision to patients. Responses to be sent to [services.team@cpe.org.uk](mailto:services.team@cpe.org.uk).**

### **Item 12 - Update on the Pharmacy Quality Scheme**

12.1 Due to time constraints, the subcommittee was asked for their reflections on the findings of the PQS evaluation and also the recommendations made by the authors to be emailed to the Services Team.

**ACTION: Subcommittee members are asked to provide reflections on the findings on the PQS evaluation and also the recommendations via email to [services.team@cpe.org.uk](mailto:services.team@cpe.org.uk).**

### **Item 13 – Minor Ailment Service toolkit**

13.1 Volunteers to review the toolkit were sought.

**ACTION: Subcommittee members who are interested in reviewing the MAS toolkit are asked to email David Onuoha ([David.Onuoha@cpe.org.uk](mailto:David.Onuoha@cpe.org.uk)) by Sunday 15th September to express their interest in this.**

### **Item 14 - Service development priority list**

14.1 This was a matter of report.



### Item 15 – Implementation update: Pharmacy First and the other clinical services

15.1 This was a matter of report.

### Item 16 – Miscellaneous matters of report

16.1 This was a matter of report.

### Item 17 – Any other business

17.1 There was no other business.