

UKMi Executive teleconference

20th January 2011
11am-1pm

Chair: Trevor Beswick

Note taker: Janice Watt

Attendees: Trevor Beswick, Sue Brent, Melinda Cuthbert, David Erskine, Peter Golightly, Christine Proudlove, Ben Rehman, Craig Rore, Katie Smith, Janice Watt, Simon Wills, Fiona Woods

CONFIRMED MINUTES

11/01 Apologies for absence

Graham Cox, Claudine Hughes, Paula King

11/02 Minutes of previous meeting

The minutes of the previous meeting on 10-11th November 2010 were agreed to be an accurate record

IT

Matters arising

10/81- Update on NeLM merger with NHS Evidence

DE gave a brief update on progress. The medicines hub on NHS evidence is due to launch in May. It will run in parallel with NeLM until the content is such that this no longer necessary. Med Information reference group is due to meet soon to discuss the structure.

PG previously reported that Anne Slee had suggested that UKMI should approach NHS Evidence about having a portal for referral of MI enquiries. DE advised that NHS Evidence does not have the functionality for this at present. PG agreed to discuss this idea with Anne again in more detail.

10/53- Update on progress with MiDatabank v3 & v4

The technical implementation guide for version 3 has been circulated and version 3.1 is now available. Despite CoAcS stating shortly before releasing 3.1 that it would contain nothing of value to UKMI, it contains vital new functionality. However, the new YC reporting functions in 3.1 have not been tested and it seems likely they will not work because of Trust firewall issues. The main issue with implementation of v3 is the need for a more up-to-date version of SQL. There are some reports of further bugs with version 3.0.7. It was agreed that regional centres should try version 3 first before recommending to local centres although if local centres are keen to try it they may do so. It was agreed that the best way of working with CoAcS in an informed and organised way would again be discussed at the next UKMi Exec.

Action Items:	Person responsible	Deadline
Further report on NeLM merger in March	DE	March 2011
Discuss with Anne Slee her suggestion of an enquiry form on NHS Evidence	PG	March 2011
Re-circulate technical implementation guide for MiDatabank v3	SW	Jan 2011

Clinical Governance

Matters arising

10/66 - Pilot study on experiences with pharmaceutical industry medical information

TB advised that he had written to Alessandra Grossi, Primary Care Team Leader, European Medical Information at Pfizer to inform her of ongoing concerns about the quality of the Medical Information service. She advised that she was happy to be contacted by individual centres with issues and would be happy to look at this further if UKMI Exec could provide more specific details.

10/85- Summary of IRMIS annual report for SPMs, local MI centres

FW reported that this is still to be done

Action Items:	Person responsible	Deadline
To advise local and regional MI centres that complaints about Pfizer's MI service should be sent directly to Alessandra Grossi, [Alessandra.Grossi@pfizer.com]	All	Feb 2011
Circulate letter of response from Alessandra Grossi	JW	Jan 2011
Pilot data collection	PG	March 2011
Patient Safety Matters arising		
10/87 Checklist for purchasing DE has yet to speak to Howard Stokoe on this but will report back at the next meeting		
Action Items	Person responsible	Deadline
Meet with Howard Stokoe to discuss UKIM involvement in assessment of new contracts	DE	March 2011
11/03 NPSA alerts- Loading doses		
BR has circulated a final version of what this will look like to UKMI Exec. He has already had some positive feedback on this. The work will be in 3 parts (1) Review all BNF chapters to identify medicines given as loading doses (2) Risk assess each medicines within defined risk categories (3) Ratify this with patient safety groups and senior clinical pharmacists. It was noted that the checklist should include information on route of administration Bristol, Newcastle, Leicester and Liverpool offered to contribute. It was noted that NPSA website will be closed on 31 st March and the material no longer available. The possibility of hosting this on NHS Evidence or NeLM was discussed		
Action Items	Person responsible	Deadline
Include information on the project on loading doses on UKMI website	PG	asap
Discuss with NHS Evidence on whether NPSA material can be hosted there	DE	Jan 2011
Liaison with other groups		
11/04 UKMI-NHS Direct SLA		
PG reported that UKMI is very close to agreement with NHS Direct on the 2011/12 SLA. The main outstanding item is section 11 of the SLA relating to Intellectual Property. Sections 11.1, 11.3 and 11.4 have undergone various degrees of reworking. Section 11.5 is new from NHS Direct and relates to transfer of some IP rights from UKMi to NHSD for some prospective work (04/2011 onwards) for an appropriate fee. Revised versions of these sections was discussed: 11.1 Opportunity for NHS D to review some but not all material produced by UKMI 11.3 Slight rewording on opportunities for commercial profit from the material – profit sharing arrangement. Percentage not specifically written in as may depend on the project 11.4 This is undergone a significant amount of rewording. It describes what happens to the material if there is a termination of the relationship. It states that a royalty fee would be charged for internal use of the material. Legally would only apply to any material developed under this SLA 11/12. Writers should ensure that all material has appropriate review dates 11.5 This applies to material produced from April. Transfer of IP rights can only occur if agreed by both parties. The wording of all sections was agreed by the Exec		
Action Items:	Person responsible	Deadline
Submit NHS-D invoices for last quarter where relevant	All	asap

11/05 Unlicensed medicines pilot project for DH		
SW gave an update on this project. A steering group consisting of 4 healthcare professionals and 1 member of the public met to prioritise the approx 50 unlicensed/ off label medicines put forward. It was decided that reports would be prepared on pentosan for interstitial cystitis, bortezomib for relapsed mantle cell, and midodrine for postural hypotension in the elderly. It is anticipated that these will be available by 31 st March 2011.		
Action Items	Person responsible	Deadline
NIL		
11/06 Medicines Management e-Learning Project		
SW described some work that he is doing to support medicines management. He is currently working with Chief Pharmacists in South Central to refine the topics. Once agreed with this group SW will circulate this list of topics for comment. TB has a list of learning programmes for pharmacy technician development (clinical and technical) which he offered to share.		
Action Items	Person responsible	Deadline
Circulate list of possible medicines management topics to be included in e-learning project	SW	March 2011
Send SW technician training material	TB	Jan 2011
11/07 RPSGB Chief Exec visit to UKMI Exec		
The Exec discussed the forthcoming visit of Helen Gordon to UKMI Exec in March. It was suggested that the visit had 3 aims:		
<ul style="list-style-type: none"> • To inform CE on the types of work with which UKMI is involved (delivery of presentations) • To share ideas and issues e.g. advanced and specialist practice • To identify areas for joint working 		
SW and BR offered to lead on the development of the presentations and the format of the session. It was agreed that Helen Gordon would be asked to join the meeting for an hour immediately before lunch and that she would be invited to stay for lunch to provide an opportunity for informal discussion.		
Action Items	Person responsible	Deadline
Work up a plan for the format of the meeting with Helen Gordon and circulate for comment	SW, BR	Feb 2011
Formally invite Helen Gordon to attend UKMI Exec on 10 th March at 12 noon (Venue TBC)	SW	Jan 2011
11/08 DH Never event- High risk injectables		
DE has been asked by David Cousins whether UKMI Exec would take the lead on developing a list of high risk Injectable medicines. This list has been contentious in the past and has led to threat of legal challenge by a pharmaceutical company who are concerned that being designated high risk may affected sales. It was noted that Medusa and UCL stratify injectables by risk. The group agreed in principle but several practical issues were identified. One way of preparing a list is by using the information on risk on Medusa supplemented by a separate assessment of medicines not on there. This could be reviewed and ratified by an expert panel. It was agreed that it would be useful to clarify whether risk assessment would be useful to the service.		
Action Items	Person responsible	Deadline
Discuss with Tony West and Steve Brown whether there is still a need for this within the acute hospital services	DE, TB	Feb 2011
If agreed that there is a need ask David Cousins to identify someone from NPSA to discuss this further	DE	Feb 2011
Meet NPSA and Sue Keeling to discuss next steps	CP, KS	March 2011

Education and Training Matters arising <p>10/69 Volunteers for Education and Training Working Group No new members have come forward. The Exec was asked to consider whether anyone within their region could take this on.</p> <p>10/97 FW reported that there are 9-10 technicians identified who may undertake the training course. Viv Rose will send out an email next week for onward cascade in order to identify if there is anyone else. It looks like there will be sufficient numbers to go ahead.</p>		
Action Items: Consider whether anyone else can join E&T working group Forward email from Viv Rose about training course	Person responsible All All	Deadline March 2011 Jan 2011
11/09 Practice Development Seminar KS reported the outcome of the 1 st teleconference on 11 th January. Good progress has been made in developing a draft programme. The next teleconference will be Friday 28 th January 9-11am where the focus will be identifying speakers		
Action Items: Nil		
11/10 UKMI training course BR reported that the training course early this month had gone well. Andrea Rankine the lead on the course this time has suggested a few minor changes. There are no volunteers to run next course. BR will circulate dates and the Exec were asked to consider whether anyone can volunteer		
Action Items: Consider whether would be willing to take the lead on the next UKMI training course in July	Person responsible All	Deadline Feb 2011
Research and Development Matters arising 10/98 Database comparison project BR offered that his team would take the lead on this. BR to discuss further with SW about the potential for a shared commitment between Southampton and Northwick Park. <p>First Light a new commercial database is currently being advertised. It was initially being promoted as a comparator to DrugDex- This is not the case. It is now being promoted as a point of use info information system. The developers are keen for MI pharmacists to look at its usefulness in the hope that they will highlight the resource to possible users within their organisation.</p>		
Action Items: Discuss collaboration between Northwick Park and Southampton on the database comparison project	Person responsible BR, SW	Deadline March 2011
11/11 MHRA Yellow Card Project SW reported that he had met with Alastair Breckenridge and Kent Woods from MHRA on 11 th January at a Vigilance Priorities Board meeting. VPB are pleased with the results of the pilot project to date. There have been 4 pilot centres – 1 regional, 3 local. 49 yellow cards have been submitted in 3mths, none of which were submitted by anyone else. If mirrored across UKMi as a whole this could equate to around 9000 extra YCs per year. Prior to piloting, these 4 MICs were collectively submitting only 1 yellow card per quarter. SW advised MHRA that some MI centres have ongoing difficulties in engaging IT to load MiDatabank. It was suggested that the MHRA could assist UKMi and CoAcS to convince Connecting for Health to allow MiDatabank to be run off N3, and this would allay IT and data governance issues. It is also possible that if the pharmacovigilance responsibilities of trusts were recognised nationally that this would help to provide a greater impetus for implementing MiD.		

Action Items:	Person responsible	Deadline
Write final report on project	SW	March 2011
UKMI Executive Issues Matters arising 10/100 Complementary Medicines Specialist Advisory Service FW reported that the email has not yet gone out as she is reviewing the Q&As for their target audience DE reported that Debbie Shaw currently provides a free service advising on Chinese Herbal remedies but there may be a charge for this in the future. She may also be considering including advice on herbal meds if this service is no longer available through a UKMI specialist file. 10/101 Impact of new NHS structure on commissioning of UKMI services No-one highlighted any immediate issues with funding of their service. 10/103 UKMI subscription deal for DTB PG has discussed in principle a revised subscription model with BMJ Publishing. They have advised that they have a preference for a two subscriber model.		
Action Items	Person responsible	Deadline
Further follow up with BMJ publishing on a subscription model	PG	March 2011
11/12 E-MIMS Subscription An agreement has been reached with MIMS on a UKMI password. The password will change every 3 months. The password is restricted to MI pharmacists		
Action Items	Person responsible	Deadline
Reinforce terms of use of eMIMS with MI centres	All	Jan 2011
11/13 NHS Reorganisation Martin Stephens is attending a meeting about medicines management next week – The UKMi paper will be used as part of the discussion. TB thanked BR and others for their contributions. It was agreed that directors should continue to keep in touch with SHA leads on issues relating to reorganisation.		
Action Items	Person responsible	Deadline
Feedback to the Exec on any issues re NHS reorganisation	All	ongoing
11/14 Influenza – Any issues No specific issues have been identified. Sections where the advice overlaps with HPA have been checked for consistency.		
Action Items:		
Nil		
10/103 Communications/ AOCB <ul style="list-style-type: none"> DE reported that Satpal's post is expected to be filled within the next few months. Guys will then be able contribute again to the E&T working group CP raised the issue of access to the PJ if individuals don't join the professional body. MI pharmacists in CP's region have asked if UKMI will negotiate a national subscription to the PJ. It was agreed that UKMI Exec role should be to encourage pharmacists to join the society. It was felt that the new body needs to be given time to develop. SW advised that he is updating the workbook SW asked if regional centres could encourage users to complete the 2nd questionnaire for the patient outcomes study as a large number are outstanding. Expected that the project will be written up by June UKIM levy- invoices going out tomorrow. 		

Action Items:	Person responsible	Deadline
Encourage participant in the patient outcome research to complete the 2 nd questionnaire	All	Feb 2011
DATE OF NEXT MEETING – 10-11th March 2011		
A venue has yet to be agreed. PG is still looking at a number of possible venues in Birmingham and Derby.		