

UKMi Executive Meeting

23rd January 2013
Teleconference

Chair: Trevor Beswick

Secretary: Sue Dickinson

Attendees: Trevor Beswick, Sue Dickinson, David Erskine, Peter Golightly, Christine Proudlove, Ben Rehman, Craig Rore, Katie Smith (joined 11.25 am),

APPROVED MINUTES

13/01 Apologies for absence

Graham Cox, Melinda Cuthbert, Claudine Hughes, Paula King, Janice Watt, Fiona Woods, Simon Wills

13/02 Minutes of previous meeting November 12th – 13th 2012

Accepted

13/03 Matters arising not on the agenda

None

Action Items Nil

Person responsible

Deadline

IT

Matters arising.

12/67a Recording of confidential details – to pick up in March

12/82 Convene task and finish group for UKMi website

Dates for teleconference identified in next 2 weeks. Agreed as interim solution to plug gaps in NELM to NICE move – longer term solutions will come out later. Awaiting more information from NICE to help inform transfer. SPS review will also impact on items for transfer / hosting.

Action Items:

Person responsible

Deadline

Arrange teleconference for task and finish group

PG

Mid Feb

13/04 NeLM

DE reported little tangible progress since last discussed. NeLM definitely closing at end of March 2013. News will continue in some form but unclear yet on exact format. It will be part of a daily or weekly offering and the news will form part of a newsletter that includes other material that goes onto NHS evidence however likely to be less prominent than what currently goes onto NeLM. NeLM as a content aggregator will exist behind the scenes. Need facility to bring across bits not going onto NHS Evidence e.g. IFRs or alternatively decide not to make public such reviews. Two areas to consider – capability and what needs to go on. Agreed the March Exec meeting could be used to decide 'what' but quickly need the 'how'. PG confirmed this was definitely achievable by the end of March 2013. The future of meds management Pharmline also to be decided by NICE and how it sits on NHS Evidence.

NICE have taken over hosting and site maintenance. DE warned that news letter isn't going to look the same – will need to train MI audience how to use the new format effectively

Action Items:

Person responsible

Deadline

Provide list of content areas not moving across to NHS Evidence to PG

DE

ASAP

Agree further content for UKMI website

All

March 13

13/05 MiDatabank Steering Group (KS)

No update

Action Items: Nil

Person responsible

Deadline

13/06 MiDatabank User Group (BR)

User group has held a teleconference. Update at next Exec meeting in March

Action Items: Nil

Person responsible

Deadline

Education & Training		
<p>Matters arising</p> <p>11/46 Progress with research proposal BR has met with Ian Bates and Alison Innes. IB indicated that he could provide a Post Doctorate researcher who could help for a fee. BR has funding available in the short term so currently working on logistics. Proposal is still with IB who will develop it further from both a personal and MPC perspective</p> <p>12/85 Liaison with Chris Green & UKCPA re PDS Noted that CG is no longer chair of UKCPA – now Mark Borthwick. Still keen to liaise and given options but now seems unlikely for 2013. Default position that will now be a 1 day conference and likely to revolve around the current review. 2014 is penciled in for Warwick.</p> <p>12/86 National Training Course Br reported that course went very well. Had more attendees than normal - 43. Lots of work for the organisers. Now need to think about frequency – no date has been set for summer though still have an option for Leicester. Need to scope outstanding demand – may be very little but some candidates already known. To decide by the end of March – BR to scope and assess viability. Unless significant demand may recommend for larger course held less frequently however it was noted that technician numbers may impact if held over until Jan 2014</p>		
Action Items:	Person Responsible	Deadline
Scope numbers and assess viability for July 2013 national training course	BR	Mar 2103
<p>13/07 Practice Development Seminar 2013</p> <p>Discussion around using SPS review as focus as then unlikely to attract delegates outside England. Venue could then be London or Birmingham during September or October. As London considered relatively expensive for 1 day conference agreed to look for a University or hotel in Birmingham. TB, KS and PG will decide on venue and date. Important to keep continuity of an annual event</p>		
Action Items	Person Responsible	Deadline
Locate venue and agree date for one day PDS	TB/KS/PG	Mar 2103
Clinical governance		
<p>Matters arising:</p> <p>12/16 PCF and Palliative Care Guidelines comparison Still undertaking review but not enough enquiries to do quickly. CR highlighted that Palliative Care Guidelines have compatibility data under syringe driver section. PG to pick this up as part of comparison.</p> <p>12/49 Limitations associated with common information sources (FW) To pick up in March</p>		
Action items	Person Responsible	Deadline
Continue review of PCF and Palliative Care Guidelines	PG	Mid 2013
B/f limitations associated with common info sources to March agenda	SD	Mar 2013
<p>13/08 UKMi/RPS Essential Website list for pharmacists (FW/KS)</p> <p>Ks reported as originally highlighted by FW. Question had been raised whether could be made available on UKMi website. Discussed that difficulties would arise as list not then restricted to RPS members. UKMi still recommending RPS membership to all MI pharmacists and as such shouldn't facilitate opting out of membership. KS will reply that list is only available to RPS members.</p>		
Action items	Person Responsible	Deadline
Reply to original email re availability to RPS members only	KS	ASAP
Patient Safety		

Matters arising

11/22 Assessing the safety of new medicines (BR/TB)

BR reported that they now have a draft tool (4th iteration) plus lots of comments from working group to incorporate. After the next draft the group will look test. May test shortages in first instance and assess products used in relation to these. Could also start to run through products previously flagged in Drug Safety Updates e.g. caffeine citrate for neonates, iv paracetamol. David Cousins has indicated that the NCB could endorse the tool and identify it as MI SPS output. Query raised whether all new medicines would be assessed? May approach differently under different circumstances e.g. brand new proprietary products could go through a UKMi led central process. A reactive approach may be taken for others e.g. importing in case of shortage would be done as part of shortages work done nationally or locally. QIPP switches – depends on how widely they are being done. For general procurement – could have some system where assessments done locally would be 'posted' for reference by others.

Priority is to develop the tool and then identify how we can contribute to its implementation using available resource. Tool could be layered – e.g. a simple tool for straightforward purchasing decisions then something more sophisticated to be done centrally for new drug introduction. It will potentially will be a very long set of questions which can be shortened to smaller list of questions. Queried whether CMU are involved in development. BR reported that Alison Beaney is a member of the group (though not CMU she has good links), Alison Ashman plus Kevan Wind also involved.

12/81 Produce Chlorhexidine Q&A - Completed

12/90 Medication Safety in Care Homes

TB has had some examples of work in this area forwarded. Exec encouraged to look again for any products which would be useful e.g. Q&As, reports

12/91 Monographs for injectable antidotes (CP/SD) - Not yet taken forward

Action Items:

Person responsible **Deadline**

Send TB any locally produced products useful for care home setting

All

ASAP

13/09 Improving the use of medicines for better outcomes and reduced waste - An Action Plan (TB)

Unsure what we can do via teleconference. Paper should be noted and recognized; in responses to the MO consultation, stakeholders felt reducing waste was a key issue for them and that MI should be aware and do what we can to help.

Point 2.8 – identify patients on repeats who don't any longer need medicines. KS has reported on criteria for questioning and stopping medication. Lots of emphasis on MURs and NMS which again reflects consultation. John Cromarty Director of Pharmacy for NHS Highland has also done work on this area which could be used in England

Agreed to note the report and the ambitious work programme. Will use content to inform discussions post consultation

Action Items: Nil

Person responsible **Deadline**

Liaison with other groups

Matters arising

11/66 RPS professional standards for hospital pharmacy to go on to website

PG has identified relevant standards and emailed GC to confirm. Will be on website by end of Jan

12/70 External consultation responses to be added to website

PG has trawled back through Exec minutes but hasn't got final submitted versions. PG will email provisional list out and will add final versions to UKMi website.

12/71 Joint working with Procurement and QA on unlicensed medicines

CP reported no further progress to date

TB highlighted that David Stead, Regional Procurement pharmacist for SW, has been encouraged by David Cousins and others to approach MI to see if willing to support work on shortages to replace Solutions website. DS had been asked to write outline paper to see how this would work and what resource would be needed. TB / DE have estimated 2 days of 8a pharmacist per shortage to come up with briefing on alternatives with 1 or 2 shortages expected per month. This adds up to 0.2 WTE. Currently unsure how this would be deployed- could be one centre or spread across network. Agreed to discuss at later date how this would work. DE has been asked separately by Howard Stokoe to create a website for drug shortages – but have suggested this should play into the SPS review rather than create multiple websites. Ideally looking to recreate ASHP – drug shortages website (<http://www.ashp.org/>). Noted that this would involve lots of work by procurement side. DE has longstanding contract with CMU and likely to be an expectation that we contribute.

Action Items:	Person Responsible	Deadline
To add relevant RPS professional standards to UKMi website	PG	End Jan 2013
Email out provisional list of consultations	PG	ASAP
Confirm external consultations responses submitted to PG	All	ASAP
Report on shortages work	TB/DE	Mar 2013

13/10 UKMI-NHS Direct – Update

PG has already sent summary email. Anne Joshua has since sent an email seeking to discuss possible SLA up to March 2014. NHSD have now had more information on requirements to support to NCB for complex medicines enquiries. However they are still seeking clarity over support to 111 which will be the main area of work. TB/ PG will have a meeting / teleconference with AJ next week and will push for indication on likely way forward by end of Jan. There is currently no clarity about size or scope of any revised SLA but it was recognized this is mostly out of the control of AJ. It was also noted that AJ is unsure whether there will be a lead pharmacist role within NHSD.

Action Items:	Person Responsible	Deadline
Report on NHSD discussions	TB/PG	End of Jan 2013

UKMI Executive Issues

Matters arising

12/74 Move to new L-Soft platform for discussion group

CP reported that an alternative provider, Ecompass, had been found and a 2-year deal agreed. Competitively priced at £86 for 2 years which is less than Maitalk. Move went smoothly with few problems reported. TB to write to Jim Glare and Lis Dubourg to express thanks for their work

Action Items:	Person responsible	Deadline
Write to Jim Glare and Lis Dubourg	TB	Complete

13/11 UKMI Support for Medicines Optimisation

TB has circulated draft paper based on consultation responses in which the key concepts are pulled out to help inform the future work programme. Spreadsheet of responses to be re-circulated with late submissions included. General agreement that there were no real surprises but a suggestion was made that this may be due to the consultation paper itself providing a good overview. Confirmed that lead Area Teams looking after specialist commissioning non PBR/ cancer medicines will handle any associated IFRs via the specialist commissioning pharmacist. IFRs for medicines commissioned by CCGs will still have to be handled by CCGs. They may develop collaborative arrangements with other CCGs and CSUs. The expectation is by pooling IFRs for non PBR medicines national commissioning policies will be developed (particularly where more than 5 IFRs are received). It is expected that 30% of IFRs will remain for local decisions. PO Horizon Scanning will pick this up via proposed PBR list. Sections 4a and 4b try to suggest this.

Some areas of challenge were put forward e.g. around being more visible, perception of duplication, doing more to make information available, accessibility via website.

Agreed that this had been a useful engagement exercise and timely in terms of review enabling outside views to help shape future direction. Comments on draft to go to TB asp plus examples of work. Need to consider how to align with new organisations – not just CCGs and NCB specialists. Also to consider how to play in specialist information role – probably under safety and reducing duplication of effort.

Next draft to bring to March meeting and work on individual action plans. Notes of thanks to be sent to those who submitted responses stating this will help inform the review with conclusions published in due course. Final paper to be published on website plus via PJ. Paper need to be framed within whatever the review recommendations are and so should make available to RP and DW as work in progress. Demonstrates key external stakeholders have said what they want us to do. TB will draft letter to consultees. PG will leave consultation paper on UKMi website with note saying consultation is closed.

Action Items:	Person responsible	Deadline
Comments on draft paper to TB	All	ASAP
Circulate work in progress paper to RP and DW	TB	End Jan
Draft letter to consultees	TB	Mid Feb
Note on UKMi website re consultation	PG	ASAP

13/12 Future arrangements for commissioning of Specialist Pharmacy Services in England

Stakeholder meeting being held at the RPS on the 30th Jan 2013. CSUs were sent a letter before Christmas re hosting arrangements. Letter from KR sent in early January re review and stakeholder day. SD reported that a decision was to be made in the first week of February re CSU hosting.

Concerns exist around comparisons for example PCT commissioned services will have whole costs attributed not just staff costs. Need to raise this at stakeholders meeting. There has already been a request for agreement for next 12 months that no major changes should apply to SPS whatever funding mechanisms are in place.

Discussion took place about provision of activity data in order to quantify outputs and split between local and regional work. Exec has performance management work for last 2-3 years plus Q&As and hit rates. Impact on UK-wide nature of UKMi of both consultation and review uncertain. Noted that we are all still aiming for the same goals despite current differences in funding arrangements. Agreed that should ensure that evidence provided to review team makes clear that this is a UK-wide service with exchange of info and work and mutually beneficial effect of this continuing. Upside may be more security about funding but downside will be much stronger steer on what are national priorities.

Other SPS e.g. Pharma QC are also UK wide.

TB and BR reported on attending the supporting prescribing in a digital age meeting. Ideas about building on from BNF app e.g. developing IMG as an App – could look at if centrally funded. Noted that Apps reasonably expensive to develop.

Action Items:	Person responsible	Deadline
Represent UKMi at stakeholder day	TB, BR, PG, HD, KS, DE, SD	Jan 13

13/13 Monitored Dosage System Database Deadline for end of January. SD, KS and DE reported their centre's had finished. Format to be discussed by TB/PG/TBa. Cautions re use to be developed for introduction along with draft definitions e.g. what does 'protect from light' actually mean? TB able to provide funding for formatting by James Turton if required.		
Action Items:	Person responsible	Deadline
Finish allocated sections	All	End Jan 13
Devise format	TB/PG/TBa	Feb 13
13/14 Review of working groups / subcommittees (TB) Not progressed – to discuss at March meeting		
Action Items:	Person responsible	Deadline
Put on March agenda	SD	March
Communications/ AOB		
PG – Pharmaview Email already circulated with background. Agreed should stay in contact with both parties. May be portal into MHRA and other regulatory data. To respond to SM informing of current review and inviting to an Exec meeting later in year but after March DE Datapharm seeking MI input to look at revamped site. DE to email details Paula King - query re Drug Safety subscription and Pharmline. DE responded that post March there will be no facility to contribute to Pharmline and subscription should be stopped. CP – Regarding Springer subscription - have now managed to get in contact. Prices are considerably higher and no joint subscription available for paper and online. Adis R&D insight hasn't gone up that much. Online past versions access may be compromised. Not many are available via Athens. Other routes for access e.g. British Library. Agreed to update list of journal holdings post March. CP - John Hopkins antibiotic guide. The essential resource list has been updated and now includes this as a new resource for antimicrobials. The company has had a number of requests from UKMi and has approached CP to set up UKMi subscription. PG agreed to follow up. Relatively low prices (\$29) already so may be looking for centrally managed bulk deal as opposed to offering discounts but this is difficult to manage. May need to consider whether to have a US antibiotic guide on our lists.		
Action Items:	Person responsible	Deadline
Contact SM and invite to meeting later in year	PG	Mar 13
Email details for Datapharm	DE	ASAP
Journal holding list to be updated	All	June 13
Investigate possibility of UKMi deal for JH antibiotic guide	PG	Mar 13
DATE OF NEXT MEETING – 2013 Exec meetings:		
Tuesday 19th / Wednesday 20th March - Derby	Teleconferences:	
	Friday 10th May	
Wednesday 26th/ Thursday 27th June - Derby	Wednesday 18th September	
Thursday 14th / Friday 15th November – London		