

UKMi Executive Business Meeting

6th March 2008
9.00 a.m. to 3.00 p.m.
Du Boulay Room
The British Institute of Radiology
36 Portland Place
London W1B 1AT

Chair: Eilish Smith

Note taker: Sue Brent/Katie Smith

Attendees:

Trevor Beswick, Sue Brent, David Erskine, Peter Golightly, Jonathan Hall, Christine Proudlove, Helen Rowlandson, Eilish Smith, Katie Smith, Janice Watt, Fiona Woods

Minutes

08/01B Apologies for Absence

Graham Cox, Alex Denby, Claudine Hughes, Craig Rore, Simon Wills

08/02B Minutes of previous meeting held on the 6th December 2007

Accepted as an accurate record

08/03B Matters arising

07/57 Medicines Complete – PG now has details for a dispensary package for BNF, BNF-C, Martindale & Stockley. £250/year. Users will be issued with one password that can be shared widely. **PG will circulate details.**

07/62 Pharmline – DE expressed concern about the level of detail in the minutes re: the Pharmline discussion, would like this to be amended before the minutes are finalized.

07/63 Injectable Medicines Guide – ES expressed concern that the monographs could be written by technicians or scientific writers and not pharmacists.

08/04B Pharm-line funding

DE gave a brief report updating the group with progress made to date

Action Items	Person responsible	Deadline
Keep group informed of progress	DE	Ongoing

08/05B Changes to Core Content

CP gave a presentation she had put together on the changes to the Core Content of the NLH and how to use the new search engine (Search 2) on the website.

Journals will not be available via Proquest anymore and there is a much smaller selection of journals on the site. The full text of AJHP is available through CINAHL.

Search 2 will be operational from 1 April 2008. This is one search engine that searches across a wide range of resources. Users must log in with their Athens user name and password to access full search content e.g. Medline and Embase.

Action Items	Person responsible	Deadline
Circulate presentation	CP	ASAP

08/06B Injectable Medicines Guide

CP presented a paper she had put together on where we are up to with the IV guide, a review of the QA process for the interim project and problems that have been identified. Long discussion about the many issues and concerns that various people have with the guide – not clear if comments/suggestions made in the QA process were accepted or incorporated by the authors, some versions on the website not current and should Trissel be used to cite compatibility data as the US preparations may be different pharmaceutically from the UK ones?

Sue Keeling attended the meeting to participate in the discussion - from April Sue will be the only pharmacist contact. Sue tabled a list of all the IV guidelines, which was colour coded to identify the progress in QA process. SK indicated her support regarding the concerns raised and was happy to be named on communications.

Action Items	Person responsible	Deadline
Write to Keith Ridge, David Cousins, Ann Jacklin and identify concerns	CP	ASAP
Remove IV guidelines that have not had a QA check	SK	30 March
Check progress sheet on Medusa website	All	Ongoing
08/07B NHS Direct SLA		
<p>Anne Joshua and Davina Wraight attended the meeting. The SLA will stick to a 1 year rolling contract for the time being. NHS uplift (2.3%) has been built in to the costs for 08/09.</p> <p>The current enquiry workload (5000) is based on 20 enquiries/day, completed over 250 working days. Need to do a piece of work on managing workflow. Bank holiday cover is an issue.</p> <p>NHS Direct would like to increase the number of enquiries to 7,500 and have money for 1 wte band 7 pharmacist for 12 months work. It is envisaged that this post could be taken up by 1 centre or split between 2 centres. The extra work would be taken each day at the 3rd position on the rota. The money could be recurrent, this will have to be confirmed. Those RMICs who are interested need to bid for the money and say when they could start to offer the service.</p> <p>If an NHSD lead (8A) post is vacated, this must be discussed with PG, AJ and DW as NHSD should be involved with the interviews.</p> <p>NHSD is applying for foundation trust status – likely to happen in autumn 2008, sign up via the NHSD website to be a trust member.</p> <p>NHSD is to be assessed by Standards for Better Health</p> <p>There was a discussion about the way the SLA payments to individual centres had been calculated. TB had some concerns that payments to centres were based on the AfC Band of staff in post hence potentially penalizing services that were trying to use skill mix to find efficiencies in their working; in fact the current system has a perverse incentive to maintain or increase the banding of staff doing NHSD work. There was no scope to change this for 2008/09 and no centres have had a reduction in their SLA funds for 2008/09 compared to 2007/08.</p>		
08/08B Access to UKMI work by private hospitals		
KS had nothing to report as no contact had been made with the clinical director of the Nuffield Hospitals Group		
08/09B Elsevier: Conditions & treatments database		
<p>Presentation given to the group by Perry Rich, Product Development Manager.</p> <p>Elsevier are developing an information resource for hospital pharmacists which consists of an e-library (10 books including Dollyers Therapeutic Drugs, Meylers Side Effects of Drugs, Side Effects of Drugs Annuals, Aromatherapy for Health Professionals, Contraception: your questions answered, Special Tests: the procedure and meaning of some of the commoner tests in hospital, Drugs during pregnancy & lactation, Clinical Medicine, Clinical Pharmacy & Therapeutics), the Clinical Pharmacology drug database and the First Consult treatment and conditions database. Each user will need their own username and password.</p> <p>Beta testing is taking place during May and this will be promoted to hospitals at the end of June 2008, the price is likely to be similar to or just less than Micromedex.</p>		
08/10B Working with the pharmaceutical industry / Dept of Health		
Not discussed – on hold until next meeting		
08/09B Elsevier: Conditions & treatments database		
<p>Presentation given to the group by Perry Rich, Product Development Manager.</p> <p>Elsevier are developing an information resource for hospital pharmacists which consists of an e-library (10 books including Dollyers Therapeutic Drugs, Meylers Side Effects of Drugs, Side Effects of Drugs Annuals, Aromatherapy for Health Professionals, Contraception: your questions answered, Special Tests: the procedure and meaning of some of the commoner tests in hospital, Drugs during pregnancy & lactation, Clinical Medicine, Clinical Pharmacy & Therapeutics), the Clinical Pharmacology drug database and the First Consult treatment and conditions database. Each user will need their own username and password.</p> <p>Beta testing is taking place during May and this will be promoted to hospitals at the end of June 2008, the price is likely to be similar to or just less than Micromedex.</p>		
Action Items		
Email details of trial access	PR	ASAP
Feedback group comments to PR	CP	ASAP
Arrange PR to attend June meeting to present finished product	KS	June
08/10B Working with the pharmaceutical industry / Dept of Health		
Not discussed – on hold until next meeting		
Action Items		
NIL		

08/11B Horizon Scanning – Ministerial Industry Strategy Group		
CP gave feedback from the meeting she had attended on 19 th Feb.		
Action Items	Person responsible	Deadline
Keep group updated	CP	ongoing
08/12B CGWG meeting report		
FW gave feedback on the recent CGWG meeting.		
FW presented the revised and reformatted essential resource lists. Some discussion about the status of the Natural Medicines Comprehensive Database – this was thought to be essential for all MICs not just RMICs.		
FW asked for volunteers to join the CGWG – names suggested were Jonathan Hall and ?		
Action Items	Person responsible	Deadline
FW to report back concerns of the exec re: Natural Medicines Comprehensive Database status to CGWG	FW	May 2008
FW to make contact with those identified as possible new CGWG members	FW	May 2008
08/13B IRMIS report		
FW presented the IRMIS report for 15 Nov 2007 to 1 Feb 2008 – 19 incidents entered on the database.		
Action Items	Person responsible	Deadline
PDF IRMIS report and send to LMICs	All	ASAP
08/14B ETWG report		
None presented. TB confirmed as lead Director		
Action Items	Person responsible	Deadline
None		
08/15B Pandemic flu planning		
Nothing to report. Few centres have access to any formal trust-wide plans		
Action Items	Person responsible	Deadline
All to consider possibilities for future discussion	All	ongoing
08/16B UKMI conference 2008		
PG reported that the first teleconference for the organizing committee had taken place on 4 th March. Good progress had been made so far.		
Action Items	Person responsible	Deadline
Email LMICs with choices for workshops	All	ASAP
Join the next teleconference on 20 March, 2.30pm	All	20 March
08/17B Medicines Q&A process		
RMICs can produce Q&As that are not on the current national list – check there is no duplication with the Wales FAQs. Ask LMICs/SPMs/PCOs what they want done as Q&As. Can turn level 3 enquiries into Q&As quite easily. Need to achieve another 70 Q&As by the end of 08/09.		
Action Items	Person responsible	Deadline
Produce action plan for Q&A production	DE, SW, KS	June 08
Email proposed number of Q&As to Simon Wills	All	ASAP
08/18B Communication slot		
Deferred to next meeting		
Next meeting		
5-6 June, Midland Hotel, Derby		