

UKMi Executive Meeting

19th – 20th March 2013
Derby

Chair: Trevor Beswick

Secretary: Sue Dickinson

Attendees: Trevor Beswick, Graham Cox (Wednesday only), Sue Dickinson, David Erskine (after 3.30pm Tuesday), Peter Golightly, Paula King, Christine Proudlove, Ben Rehman (after 3pm Tuesday), Katie Smith, Janice Watt, Fiona Woods, Simon Wills

CONFIRMED MINUTES

13/15 Apologies for absence

Melinda Cuthbert, Claudine Hughes, Craig Rore

13/16 Minutes of previous teleconference 23rd January 2013

Accepted as accurate

13/17 Matters arising not on the agenda

Renal drugs handbook (PG). PG has been contacted by Radcliffe Medical Press who now has commercial interest. Resource looks to be different; new version, pharmacokinetics included plus free access to online database for 3 months when purchasing book @£95. May export to Pharmaceutical Press (Medicines Complete). Via the publisher electronic version will be £100 per 12 months then £50 per additional user (up to 10 extra) or £550 for a site licence. Represents another cost pressure. iPhone & iPad apps will be available. Requested need to feed back that content can often reflect local practice as opposed to evidence based practice and it would be very useful to make this clear in any future versions. Use of abbreviations also an issue plus possibility of Pharma sponsorship. PG will circulate proposals for comment before meeting next week with RMP.

ESUOLM (NICE) meeting. CP reported on the first meeting of the prioritisation group for evidence summaries for unlicensed or off licence medicines. DE & CP attended. Work is led by Jonathon Underhill & Nina Pinwell for NICE with a mixed background group attending. 400 suggestions were received of which 200 had no indication. These had been narrowed to 24 before meeting but only 20 would be chosen per year for evaluation. No information was presented to help inform choice and some work needs to be done to refine process. TB has been asked to be Vice Chair in case of conflict of interest

UK Pharmscan. Suggestion made to NICE from CP that UKMi could act as horizon scanning group for NCB specialist commissioning rather than selling database direct to NCB

Action Items	Person responsible	Deadline
Circulate details for revised Renal Drugs Handbook for comment	PG	ASAP

IT

Matters arising.

12/67a Recording of confidential details

Waiting for implementation of regional centre pilot on sharing enquiries. Could be used as good practice guidance – paper to be shared more widely via regional centres and on website.

Action Items:	Person responsible	Deadline
Good practice guidance to be circulated	KS	ASAP

13/18 NeLM

Proof page of Medicines Awareness Daily circulated - will be sent out as email push at 8pm. All current news users will be transferred across but encouraged to re-register with areas of interest. Guys will write news but headlines of guidance and studies will be restricted to exactly the same title as the study with no variation. Synopsis can be 280 characters including spaces with link to abstract via headline. If space restriction considered too great then can give link to UKMi comment - will provide an opportunity to position UKMi as a provider of independent views. Items will automatically be put into broad groups with NICE guidance prominent and then in descending alphabetical order. There won't be a news page so the search facility will have to be used to find items. Press and media items will only have 3 month shelf life. News will be scored if to go to eCAB weekly mailing or Eyes on Evidence. Q&As and other items will have to be notified to David's team if need to be highlighted. NICE evidence not incorporating Medusa due to subscription format. Recognised by

<p>Exec that DE has managed to take this a long way from starting position. Service starts 2nd April.</p> <p>NICE Bites can be highlighted as published if felt to be appropriate. DE advised that in future there would be no opportunity for usage statistics e.g. around Meds Q&As. There is a NICE 'contact us' link for teething problems. Over the longer term it was felt that this closer alignment with NICE will prove to be a positive development.</p> <p>Thanks were given to DE and his team for all the work done in developing and maintaining NeLM over the years and for continuing to support daily news and wider access to UKMi products.</p> <p>Noted that the London SPS website will continue as a community on NeLM for another 12 months.</p>		
Action Items: Nil	Person responsible	Deadline
<p>13/19 UKMi Website</p> <p>PG now has list of what is transferring to NHS Evidence and what should be archived however this has only just been received. Biggest issue is Prescribing Outlook – all three parts need to go onto UKMi website. NDO already on website and selected fields will be taken into NHS Evidence. NICE Bites to be more explicitly originating from UKMi. PG will share information received.</p> <p>PG and DE to discuss via teleconference. IFRs also to be removed from website.</p> <p>NICE handling all communication associated with changes</p>		
Action Items:	Person responsible	Deadline
Determine way forward for non NHS Evidence content	DE/PG	End Mar 2013
<p>13/20 MiDatabank Steering Group</p> <p>Difficulty in progressing issues due to CoACS not providing information as requested. No recent meeting held but to reschedule for April.</p>		
Action Items:	Person responsible	Deadline
Maintain contact with CoACS to progress issues	KS	End Apr 2013
<p>13/21 MiDatabank User Group (BR)</p> <p>Minutes circulated. Next task for group is to use prioritisation tool developed by JH</p>		
Action Items: Nil	Person responsible	Deadline
<p>Education & Training</p>		
<p>Matters arising</p> <p>11/46 Progress with research proposal (BR) - Nothing to report</p>		
Action Items: Nil	Person Responsible	Deadline

13/22 Practice Development Seminar 2013

PDS to be held at the Metropole Hotel (NEC) in Birmingham on Friday 13th September 2013. PG to check out facilities for posters etc. Agreed to charge a £50 delegate rate and to start advertising locally plus encouraging poster submissions.

Ideas now needed for programme. KS to arrange teleconference after Easter.

Also need to start thinking about 2014 – Warwick asking for confirmation of provisional booking. TB to contact Mark Borthwick to get intent from UKCPA re joint conference.

Discussion took place re UKMi annual award designed to encourage the wider MI workforce. SW to draft criteria and process for nominations for discussion and comment via email. To focus on excellence in practice – contribution to MI etc and to keep nominations to those within UKMi organisations.

Action Items	Person Responsible	Deadline
Visit venue to assess facilities	PG	May 2013
Arrange teleconference of organising committee	KS	End Apr 2013
Develop criteria and process for UKMi award	SW	June 2013

13/23 National Training Course

Discussion took place around timing of the next course. Agreed to assess likely demand via regional centres by end of March for training course in September. Need 26 minimum. Possible dates are the 16-18th or 18-20th Sept. Techs requiring refresher / return to work can be considered for a place.

Action Items	Person Responsible	Deadline
Let BR know of likely demand for places on training course	All	End Mar 2013

Clinical governance**Matters arising:**

12/16 PCF and Palliative Care Guidelines comparison (PG): Nothing to report. Going slowly and may be staffing issues

12/49 Limitations associated with common information sources (FW): About to go on website.

13/08 email response confirming membership of RPS requirement for access to UKMi/RPS essential website list (KS):
Email sent

Action items	Person Responsible	Deadline
Nil		

13/24 Clinical Governance Working Group

KPI document – now finalised and will be on website. To circulate to Exec

Fridge enquiries document – came from NW and now on website as good practice guidance

User survey – new survey in use since Jan 2013 causing some issues. May be that it is sent electronically and getting a reduced response rate compared to previously. Unsure if new survey or new process is causing issue. Can be sent hard copy but need to ensure new version is used. Survey Monkey has been used with increased responses. JH has circulated links to the CGWG.

IRMIS database should now have new version to link with new guidance.

Some issues have arisen re essential resources. Antibiotics was considered to be a therapeutic area which lacked resource; the Stanford Guide and John Hopkins guide were recommended at PDS by specialists. Practicalities in ordering weren't considered at the time. CGWG will design a more formal protocol / policy to assess resources for inclusion on list to include feasibility of ordering. John Hopkins - \$30 online for single user. Can't set up bulk deal unless 200+ subscriptions. Now talking to Tomlinsons for UKMi to buy licence from Tomlinsons – pay in £s to get an individual key –will expect if 5 staff members to buy 5 keys. Pharmaceutical Press also to be explored. Texts don't replace local guidelines but advise on use in unusual situations. Will also change wording to say core only for use where no local support or expertise is available.

Noted that for Briggs – the book subscription gets access to electronic updates for 2 years.

Asked by Chief Pharm in NW to devise quality criteria for Apps – will take a look and come up with some general thoughts. There are Kite marks which can be used for Apps. TB may have more details to share with FW via contact with Welsh Uni. Could also be speaker for PDS

Will be trying to produce a bulletin to cover progress on work and some more minor issues that crop up. Can use Mi-UK email group as well – each work group could promote ideas post meeting

CP – Medicines Complete – asked to renegotiate UKMi deal as price increasing each year (5%). New subscribers start at much lower subscription.

Action items

	Person Responsible	Deadline
Circulate KPI document	FW	ASAP
Share info on Apps	TB	ASAP
Explore revised deal for Medicines Complete	PG	ASAP

Patient Safety

Matters arising

12/90 Medication Safety in Care Homes

TB has not made contact with group yet. NICE have had a stakeholder group meeting. Likely to be a general invitation to join GDG – will require an application.

Action Items:

	Person responsible	Deadline
Consider application to GDG on behalf of UKMi	All	ASAP

13/25 Medicines Safety Risk Assessment tool

Draft circulated by BR. Need to figure out route for use with David Cousins and seek NCB endorsement. Also need to test against products where there have been issues. Discussion around use in practice and possibility of streamlining via electronic format. TB could provide contact to develop algorithm. Comments to BR.

Action Items:

	Person responsible	Deadline
Comments on assessment tool to BR	All	ASAP

Liaison with other groups

Matters arising		
11/66 Relevant RPS professional standards for hospital pharmacy to go onto UKMi website		
PG waiting for feedback from GC. TB has been asked to join RPS group which is reviewing ACLF; developing early years framework and advanced and specialist framework. To invite RPS to a future meeting to discuss Faculties plus wider discussion about liaison.		
12/70 External consultation responses to be added to website		
PG waiting for information from BR. CP has added some consultations. TB has written to respondents to MO consultation.		
12/71 Joint working with Procurement and QA on unlicensed medicines - Nothing happened to date to take off agenda.		
Action Items:	Person Responsible	Deadline
Invite RPS to future Exec meeting	BR/SD	June 2013
13/26 UKMI-NHS Direct		
Info to date already circulated. Status quo for Q1 13/14. Areas of work are 111, CHIMES (1 year) and website (2 years). Money still not confirmed from NCB to NHSD. 23-25% reduction in funding from Q2 or 1.2 WTE.		
Activity areas are:		
<ul style="list-style-type: none"> • Face to face training goes except training of different sorts for 5 sites with HIAs. Need to be flexible in delivery time (nights / weekends). • Call review requirement could increase (up to 25%). • Website development particularly patient facing • Poisons and other specialist areas ('click to speak' to NAs) – same activity 		
Options are for a targeted approach or to all reduce income and activity accordingly or ask NHSD to choose. Agreed to refer back to AJ and ask to decide where reductions will take place. To ask DW to produce annual report to assess current activity. PG to attend the next NHSD WG meeting. Travel to be discussed and limited where possible.		
Action Items:	Person Responsible	Deadline
Refer back to AJ to decide on activity distribution to UKMi centres	PG/TB	Apr 2013
13/27 CPPE Discussions (BR/TB)		
Teleconference worked through some areas for potential work. TB has written up and passed back for comment to Chris Cutts. Examples are CPPE challenge, raising profile of UKMi with community pharmacists. Discussion was looking for mutual overlap not necessarily new areas. WCPPE could also be explored.		
Action Items:	Person Responsible	Deadline
Continue process of engagement with CPPE	TB	Ongoing
13/28 Managing Medicines Shortages DH/RPS Guidance (DE/TB)		
This area of work highlighted in SPS review alongside a separate submission from NHS Supplies. Davis Stead and Howards Stokoe plus Isabel Izzard providing input. Some discussion that a stand alone website for shortages could usefully be developed as part of SPS website.		
Noted that RPS Best practice document details role for MI		
Action Items: Nil	Person Responsible	Deadline
UKMI Executive Issues		
Matters arising		
12/74 write to Jim Glare & Lis Dubourg re discussion group (TB) - complete		
Action Items: Nil	Person responsible	Deadline

13/29 Monitored Dosage System Database

Paper circulated with agenda. TB gave demonstration of first iteration of searchable database via web.

Missing chapters to be submitted asap. Consistency checking is needed for terminology – advised that may get queries from database coordinators. Agreed that will need to define process for updating e.g. every 2 years the whole database is revised / checked. UKMi Exec agreed to endorse RPS draft guidance as previously circulated.

Guidance and cautions on use of database to be put in a pop up box. Comments please on wording asap by end of March. Once launched – to be publicised to local MI centres in first instance. Monitor visits to assess use and allow any issues to come to light.

PIPA to put something in their newsletter later this year

Action Items:	Person responsible	Deadline
Ensure outstanding chapters are submitted	All	ASAP
Forward comments to SWMIT on guidance wording	All	End Mar

13/30 Review of working groups / subcommittees

Paper circulated. Opportunity to review membership and remit/ ToR of groups. Initial views considered with some areas clearly requiring review either in scope or name.

Action Items:	Person responsible	Deadline
Revisit once SPS review reports	BR	June 2013

13/31 UKMI support for medicines optimisation

In light of consultation / review there is an opportunity to review and release capacity if possible which will be in context of SPS review. TB gave presentation based on earlier paper summarising key points with a view to revisiting what specific info comes out and what can be prioritised. Will be able to access Choice and Medicines via NHS Inform (Scottish version of NHS Choices).

- Empowering patients – look to working with new partnership groups. Consideration is needed about contrast between help lines and possibly deciding not to produce lay summaries. NHSD Q&As being transferred to patient facing summaries. Short term working group may be way forward.
- Patient Safety & reducing risk. Discussion re use of MiDatabank to spot signals associated with problems. Sharing enquiries is probably key to taking this forward. Existing database not designed to facilitate this type of interrogation. IV guide also should be included.
- Advising HCP. Need to have dialogue especially with community pharmacy. Review accessibility of information. Need to product implementation which may include webinars, user guides. Need to address continued perception that MI doesn't share info even though much work has been done to address this issue.
- Organisations and Networks. PO New Medicines needs review to decide what the format will need to look like for future. PG to contact Malcolm Qualie to ask for advice on need asap. NICE accreditation for UKMi documents also discussed.

Action Items:	Person responsible	Deadline
Contact Malcolm Qualie re PO New Medicines and NCB needs	PG	June 2013

13/32 Future arrangements for commissioning of Specialist Pharmacy Services in England (Wednesday 20th)

The Directors of the English and Welsh UKMi centres began preliminary discussions around possible models arising out of the SPS review. These encompassed interaction with emergent organisations and networks, rationalising refining and developing outputs. Mechanisms to monitor impact on patient experience and outcomes were also considered.

After consideration of the timelines involved an extra meeting of the English UKMi Centres was arranged for the 24th April in London with a view to considering any preliminary recommendations. The teleconference arranged for the 10th May was replaced with a 1 day meeting in Birmingham.

Action Items:	Person responsible	Deadline
Book venue for 24 th April in London	BR	ASAP
Book venue for 10 th May in Birmingham	PG	ASAP

Communications/ AOB

PG – Drugs in lactation database redeveloped www.midlandsmedicines.nhs.uk. There as an UKMi product on website as open access. Soft launch in 2-3 weeks, searchable. Most medicines in BNF will be on there with links to evidence source plus alternative suggestion if not suitable. Discussion re liability in case of misuse or misunderstanding about such databases. To try and take forward with legal framework in any new arrangement. Views sought on local promotion of Dynamed database - considered expensive.

SD – Prodigy steering group meeting taking place in early April

JW – Rare conditions medicines fund set up to fund ivacaftor. Unsure how will impact on SMC. New meds review led by Prof Routledge to see what SMC can learn from other appraisal orgs

GC – Appointed patient info pharmacist within Leeds MI team. Links with Theo Rayner at Leeds Uni and noted there would be benefits in wider collaboration. To revisit after SPS review has reported.

TB - last meeting as Chair of UKMi. Now to move to vice chair for 1 year. BR Chair for 2 years.

Action Items: Nil	Person responsible	Deadline
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DATE OF NEXT MEETING –**2013 Exec meetings:**

Friday 10th May - Birmingham

Wednesday 26th/ Thursday 27th June - Derby

Thursday 14th / Friday 15th November – London

Teleconferences:

NB May teleconference now face to face meeting

Wednesday 18th September