

UKMi Executive Business Meeting

Wednesday 11th October 2006
11:00am
Jurys Inn,
Fisherwick Place,
Belfast, UK

Chair: Christine Proudlove

Note taker: Mike Brandon

Attending:

Mike Brandon, Sue Brent, Richard Cattell, Graham Cox, David Erskine, Peter Golightly, Elena Grant, Claudine Hughes, Sheena Kerr, Christine Proudlove, Eilish Smith, Janice Watt, Simon Wills, Fiona Woods
Pamela Warrington, Deputy Chief Pharmacist at the Scottish Executive, attending for item 06/84

Agenda

06/77 Apologies for Absence

Alex Denby, Craig Rore

06/78 Minutes of previous meeting held on 22nd June 2006

Accepted as a true record of the meeting

06/79 Matters arising

06/56 (06/15) Writing skills – RC had made contact with Tim Albert. Training of a small number would be proportionally expensive. RC will find out the cost of training a larger group with one delegate per region.

06/56 (06/35) National Clinical Answering Service - RC had received no notifications of inappropriate referral and no response from Jon Brassey regarding referral criteria. He will continue to pursue.

06/56 (06/38) HBN29 facilities for medicines information – FW reported the CGWP had not tackled this yet.

06/56 (06/53) Pfizer questionnaire – PG did not expect feedback before November.

06/56 (06/53) Goldshield medical information service - members were still experiencing some problems. SW will resurvey the service in January.

06/62 CGWP – FW reported that Helen Davis had joined the group.

06/65 External audit of regional MI services – EG reported that a few audits are still to be arranged.

06/74 DrugDex – SW reported some local centres are using AHFS as an alternative to DrugDex on cost grounds. The utility of DrugDex was discussed. It was agreed regional centres would assess the value added by DrugDex when answering some test enquiries. SW will write a protocol for this, aiming to obtain data by the next meeting.

CP highlighted Medscape drug interactions as a possible alternative to Stockley. See - <http://www.medscape.com/druginfo/druginterchecker>

06/71 Meyler's SED – some members had bought the paper version. No further information on availability of the online product but likely to be imminent. The updating process for online Meyler's is still not known.

06/72 Copyright – members exchanged their experience in managing this within their regions. Further guidance is expected from the NKS.

06/73 Cost pressures and MI services – PG suggested this should be surveyed again in some regions because of a worsening situation. A wide-ranging discussion emphasised the need for research demonstrating the value of MI services and the importance of promoting the service to SPMs. It was agreed that RC, DE and PG would write a paper for SPMs promoting the importance of local MI services.

06/80 NeLM update

DE

There will be technical changes to the platform before end of year – minimal impact for users; further iterations next year. The news service in particular is liked by users. Some re-focussing is needed to enhance the appeal of the site to commissioners.

In-Focus Reviews – CP stated that Larissa Sullivan was taking maternity leave; SB and SW volunteered to help writing In-focus articles for NeLM.

06/81 The future of Pharm-line

DE

A wide-ranging discussion of the issues raised by the paper prepared by DE concluding that Pharm-line had unique content that was needed by the service. Pharm-Line would not remain viable as presently organised but it was agreed it should not be closed down. Possible alternative means of delivering Pharm-Line content and funding methods were discussed and would be explored including RPSGB and the Pharmaceutical Industry.

Inclusion on Core Content remains possible but would not provide any funding before 2008.

Action items:

Discuss with Claire Honeybourne (Core Content)

Discuss with RPSGB contacts

Discuss with pharmaceutical industry contacts

Person responsible

PG, TB

DE

RC

Deadline

ASAP

ASAP

ASAP

06/82 UKMi Website

PG

The majority of content is on the new site - some older material on old site is accessible by specific URL. News will appear on the site as soon as PG or CP are notified. A Google search is possible on the sub-sections. Regional directors will maintain their own directory entries and these will be freely viewable. The drugs in dentistry file is on the site and serves as a model for other specialist files. Contributors to notify any new content added on “new on site” to ensure it is picked up as news. The weekly mailing service ceases on 1st November. Regional centres could prepare their own weekly mailing from “new on site”.

06/83 MiDatabank

SW

Progress has been good - about 110 units now subscribe to MiDatabank. CoAcS have spent more time than envisaged supporting installation so version 2 will not appear this year. Version 2 will address advanced reporting, enhanced searching, automatic updating of keywords and resource list and improved word processing. A web-enabled version with fully robust audit trail will not appear before the end of next year. The MiDatabank website lists proposed enhancements and developments –

http://www.midatabank.com/ukmi_future.shtml

Members should raise any additional development ideas through user group representatives and not directly with CoAcS.

06/84 Preparing for the flu pandemic**PW**

PW was welcomed to the meeting. She presented an overview of pandemic flu and planning issues for management of the resulting major disruption. Shortage of medicines would be a problem. Planning needs to take account of non-essential medicines that would nevertheless have an impact if not available. Evidence based guidance is needed on suitable alternative medicines. Information on medicine equivalents/alternatives is available but is diffuse and generally not easy to access. UKMi could help identify and collate this information. It was agreed that members would send any information they have on the following to SK who would collate it on behalf of UKMi –

- therapeutic equivalence
- medicines that should not be stopped
- previous experience on such planning
- relevant parts from year 2000 planning

Action items:

Relevant information to be forwarded to SK

Person responsible:

All

Deadline:

ASAP

06/85 NHS Direct project planning**SW**

The guidance and project management plan prepared by the NHS Direct working group were agreed and would be made available on the UKMI website.

Division of NHS Direct work between centres was discussed. It was agreed the NHS Direct SLA would be discussed at the December UKMi Executive meeting with Davina Wraight attending.

Action items:

Invite DW to December meeting

Person responsible:

MB

Deadline:

ASAP

06/86 NHS Direct**PG**

Cover for query challenges –

The transformation reorganisation of NHS Direct concentrates health information staff at 5 sites (Wakefield, Nottingham, Bristol, Southampton and Newcastle). Arrangements have been made to cover the changed enquiry workload pattern during this transition. The situation is likely to worsen and will not improve until transformation is complete and new staff are trained.

National MI number –

This had been provisionally investigated by Wynn Pevreal. He will be asked to look into the technical options with the aim of getting a system in place in the New Year.

Other working group issues –

Additional national projects must be tackled through the SLA rather than arrangement with individual units. Enquiry numbers of 2500 to 3000 are anticipated this year.

Audits must be done to meet SLA target.

06/87 UK injectables guide proposal		PG
<p>PG, FW and AD had met with members of the IV Drug Guide Group with David Cousins attending. The group (without David Cousins) plus CP had met again and had produced the outline case for a UK injectable medicines guide. Joint working of UKMi with the IV Guide team had been agreed. The proposal was discussed in detail and comments made.</p> <p>It was agreed that endorsement of the guide would be sought from appropriate bodies such as the RCN and NPSA. The proposal would be refined by the group, taking account of comments, and costings added. The final proposal would be taken to Keith Ridge and other Home Country Chief Pharmacists and to David Cousins. Views on funding would be sought from Peter Sharott.</p>		
Action items:	Person responsible:	Deadline:
As above	PG	ASAP
06/88 IRMIS report		FW
<p>FW presented the report covering 20 additional reports from 19 April to 25 August 2006. Points highlighted were –</p> <ul style="list-style-type: none"> - now getting more errors than near misses - retrospective writing up finding errors - errors associated with high workload and inexperienced staff - reliance on out-of-date personal knowledge <p>FW to email a copy of the detailed report for members to discuss with local networks. Local staff will be asked if they would continue to report if this level of detail was available in the report. Technical advice on passwording security would be sought from James Turton and Robin Burfield.</p>		
Action items:	Person responsible:	Deadline:
Detailed IRMIS report to members	FW	ASAP
Discuss with local MI network	All	ASAP
06/89 UK workload survey		FW
<p>Survey results not yet collated. Any outstanding data should be forwarded to FW.</p>		
06/90 Healthcare Commission acute hospital portfolio		RC
<p>UKMi looks forward to the document that will be available at the end of November 2006</p>		
06/91 Advanced MI training		SW
<p>This was not discussed at the meeting because of time pressures. SW subsequently updated the group by email. Over 140 replies to the survey of advanced training had been received. It is likely that for some advanced training such as management topics, MI pharmacists will be given a digest of recommended resources kite marked by UKMi to help them find their own training according to their budget, time available. More clinical topics may require more bespoke distance learning packages.</p>		
06/92 Consultation on the future of the accredited technicians scheme		RC
<p>The formal consultation document had been sent to all members for discussion by local networks. The following issues were discussed –</p> <ul style="list-style-type: none"> - work assumptions on which the training is based - competency assessment - robust quality assurance of training - possible alternative venues to Aston <p>Responses to be made by 20 October 2006 with absolute deadline of 9 November 2006.</p>		

06/93 Conference 2007		CP
<p>The 2006 Conference in Chester was successful but numbers were reduced – mainly because delegates were facing funding restrictions. The situation could worsen by next year so it was agreed to not hold a conference in 2007. The next conference would be planned for 2008 – possibly in Warwick. The Education and Training Group will investigate possible alternative national events for 2007. Future conferences would be more closely geared to knowledge and skills to help attract funding for delegates.</p>		
Action items:	Person responsible:	Deadline:
Education & Training Group to investigate alternative events to the conference for 2007	RC	ASAP
06/94 Medicines Q&As		SW
<p>More than 100 Q&As were now available. Aim to have all members accredited for Q&A production before the end of the year. Q&As prepared for NHS Direct will be available on the NeLM website – not the NHS Direct intranet as originally planned. Members to discuss possible new topics with local networks and send details to SW.</p>		
06/95 Research strategy		SW
<p>The implementation plan for the strategy was accepted</p>		
06/96 Prescribing Outlook – New Medicines		CP
<p>The paper produced by CP was discussed. It was agreed that Prescribing Outlook would continue to be produced but that the process will be reviewed. To inform future processes it would be useful to have views from users as to how they use the documents and what other information they need for horizon scanning purposes. Helen Davis will draft a questionnaire and collate the data before the first Prescribing Outlook planning meeting in January.</p>		
Action items:	Person responsible:	Deadline:
As above	Helen Davis	Nov 06
06/97 Survey of funding and accountability		EG
<p>EG thanked members for completing the survey. Ron Pate is also collecting data from the QC and radiopharmacy groups and will collate when all is received.</p>		

06/98 UKMi Exec Chair**CP**

Eilish Smith had agreed to take the chair and would take up post at the next meeting. Chris Proudlove was warmly thanked for her period in the chair. Richard Cattell agreed to continue as Vice Chair.

It was agreed that succession details would be posted on the UKMi website and RC would publish a note in Hospital Pharmacist. RC would also draft a suitable notification for the secretary to send to relevant groups.

Action items:	Person responsible:	Deadline:
Succession note on UKMi website	PG	ASAP
Note in Hospital Pharmacist	RC	ASAP
Notification for other groups	RC, MB	ASAP

06/99 Dates for meetings in 2007**CP**

21-22 February (London)

14-15 June (Derby)

10-11 October (Cardiff)

5-6 December (Derby)

06/100 Communications slot

David Erskine -

1. Cancer network decisions are available on the NeLM (behind password)
2. Guys Hospital had been obliged to disclose information the unit had supplied to a PCT under the Freedom of Information Act

Sue Brent

1. The Regional Drug & Therapeutics Centre has a formal SLA with Leeds and is recruiting for a post based in Leeds.
2. SB was congratulated on her appointment as Director of Pharmacy. She will continue to attend UKMi Exec meetings

Peter Golightly

1. Core Evidence – nothing had been received since the first two issues – PG will pursue
2. UKMi Strategy - Pat Oakley has taken account of our comments and added more material to her document. Members to send comments on the draft strategy to PG by end of October 2006 aiming to finalise for December UKMI Exec meeting

Elena Grant

1. EG will inform the group of developments for the West Midlands service when these are agreed.

Chris Proudlove

1. A list of rarely used medicines is available in the North West, which MI had been asked to maintain. Some members were aware of other lists eg NPIS has details of national antidote holdings and the London & Eastern Procurement Service has a rarely used medicines database (RUM), which London-MI service contributed to.

Simon Wills (by email post meeting)

1. UKMi Risk Management Strategy is finalised and on the UKMi website
2. Wessex have prepared a Thinking Ahead document on Ask About Medicines Week and this is available on the NeLM site
3. A paper on assessing risk in publications has been accepted by the Journal of Clinical Governance
4. A paper on the NHS Direct Q&As pilot project has been submitted to the Pharmaceutical Journal.