

**Medicines Management Committee Meeting**  
**BRIEF MINUTES: Wednesday 3<sup>rd</sup> June 2020 9.00 am - 11.00 am via Zoom**

**Present:**

(CHAIR) Dr Sophie Holden (SH), GP – Market Surgery  
 Dr Ravi Nalliagounder (RN), GP - Greenside Surgery  
 Stuart Lakin (SL) - Head of Medicines Management - NHS Rotherham CCG  
 Govinder Bhogal – Deputy Head of Medicines Management - NHS Rotherham CCG  
 Raz Saleem (RS) – Prescribing Advisor – NHS Rotherham CCG  
 Emma Batten (EB) – Lead Infection Prevention Nurse – NHS Rotherham CCG  
 Gwen Yale (GY) – Senior Medicines Management Technician – NHS Rotherham CCG  
 Nazreen Hussain (NH) – PCN Pharmacist

**In Attendance:** Jessica France – Administration Officer, NHS Rotherham CCG

<b>Item No.</b>	<b>Item Description</b>	<b>Discussion</b>	<b>Action By</b>
<b>90/20</b>	<b>Introductions</b>	SH welcomed the group to the meeting.	
<b>91/20</b>	<b>Apologies</b>	No apologies were recorded for the meeting.	
<b>92/20</b>	<b>Quorum Check</b> Minimum of 3 members to include: 1 x GP, 2 x Medicines Management Team Members, one of which should be the Head of Medicines Management or deputy and one prescribing support pharmacist from the Medicines Management Team.	The meeting was quorate in line with the Quoracy Guidance within the Terms of Reference.	

<b>93/20</b>	<b>Declarations of Interest</b>	RNA noted his standing declaration as he is an appointed member of the Local Medicines Committee (LMC) and is a Primary Care Network (PCN) Director. NH noted her deceleration of interest regarding the Incentive Scheme Payments item.	
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94/20	<b>Draft Minutes of the last meeting 11 March 2020 (for approval) and Matters Arising</b>	No review was carried out of the previous minutes due to the COVID-19 Pandemic pausing MMC meetings. The last recorded MMC was held at Oak House on 11 <sup>th</sup> March 2020. This along with future meetings will be held via Zoom until Working From Home (WFH) guidance is updated for CCG Employees.	
95/20	<b>Activity Log</b>	No review was carried out of the previous minutes due to the COVID-19 Pandemic pausing MMC meetings. The Action Log will be taken to the next MMC to review outstanding workstreams.	
96/20	<b>Avastin Update</b>	SL provided MMC with an update on the current appeal between Darlington CCG and Bayer & Novartis who manufacture Avastin. It was noted that this appeal has been rejected by the Court of Appeal. Currently we have no plans locally to alter treatment for age related macular degeneration based on this news.ES to continue local discussions with Ophthalmologists. <b>ACTION: SL / ES to identify alternative supplier based on meeting with Ophthalmologist.</b>	<b>SL / ES</b>
97/20	<b>Incentive Scheme Payments</b>	SL updated MMC on the overspend position at year end and how the COVID-19 Pandemic has impacted the department. SL informed the group that Rotherham CCG has the second lowest spend in the Yorkshire area, explaining that fellow CCG's in the area may face difficulty with the overspend for the 2020/21 year.  A discussion was held between the MMC members on awarding or failing Quality and Financial Incentive Scheme audits. The Chair / Minute Taker queried Conflicts of Interest per document. For any individual with a declaration, their camera was turned off and microphone muted. The outstanding audits will be reviewed next week <b>ACTION: SL / ES to complete spreadsheet for SL to submit to Finance on</b>	<b>SL / ES</b>

		<b>completion.</b>	
98/20	<b>Anticoagulation Email</b>	MMC discussed the information on the email which was related to changing patients from warfarin to a DOAC. It suggests preferentially using a choice of 2 DOACs rather than our current guidance which gives equal weighting to each DOAC. NHSEI have ensured a supply and provided financial support for CCGs to offset the additional prescribing costs associated with the switch from warfarin-	
99/20	<b>Emollient Guidelines</b>	MMC reviewed the document and noted the name changes. <b>ACTION: JF to update document on Shared Drive.</b>	<b>JF</b>
100/20	<b>Pulse Oximeters</b>	GB informed the group that there will be training taking place on 11 <sup>th</sup> and 12 <sup>th</sup> June for the 37 Rotherham Care Homes. This training will be online and be delivered by an AMP. <b>ACTION: SH to take plan to SCE</b>	<b>SH</b>
101/20	<b>Care Homes Update</b>	SL gave an update on how the Care Homes of Rotherham have coped with the COVID-19 Pandemic. SL noted that Chris Lawson has devised a plan and is holding weekly zoom meetings to share the progress. Ordering of medications was discussed during this item and the Rotherham Care Homes Team will support PCN Pharmacists in Medication Reviews. MAR Charts will be updates as routine also. It was also discussed that MMT will explore maximizing productivity in Rotherham Specialist staff e.g. Stoma / Continence Nurses. This will allow Care Homes to refer directly to Specialist Staff reducing waiting times.  <b>ACTION: SL to circulate weekly update of South Yorkshire position.</b> <b>ACTION: SL to forward CH Plan to MMC</b> <b>ACTION: SL to liaise with TRFT regarding Specialist Staff.</b>	<b>SL</b>
102/20	<b>Date of next meeting</b>	<b>Date and time of next meeting:</b> Wednesday 17 <sup>th</sup> June from 9.00am – 11.00am via Zoom.	