

Medicines Management Committee Meeting
BRIEF MINUTES: Wednesday 15th July 2019 9.00 am - 11.00 am via Zoom

Present:

(CHAIR) Dr Sophie Holden (SH), GP – Market Surgery
 Stuart Lakin (SL) - Head of Medicines Management - NHS Rotherham CCG
 Govinder Bhogal – Deputy Head of Medicines Management - NHS Rotherham CCG
 Eloise Summerfield – Prescribing Advisor – NHS Rotherham CCG
 Raz Saleem (RS) – Prescribing Advisor – NHS Rotherham CCG
 Gwen Yale (GY) – Senior Medicines Management Technician – NHS Rotherham CCG
 Nazreen Hussain (NH) – PCN Pharmacist

Item No.	Item Description	Discussion	Action By
148/20	Introductions	SH welcomed the group to the meeting.	
149/20	Apologies	Jessica France (JF) –Administration Officer – NHS Rotherham CCG Dr Ravi Nalligounder (RN), GP - Greenside Surgery Emma Batten (EB) – Lead Infection Prevention Nurse – NHS Rotherham CCG Surinder Ahuja (SA) – Medicines Evaluation Pharmacist – TRFT	
150/20	Quorum Check 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.	
151/20	Declarations of Interest	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.	

152/20	Draft Minutes of the last meeting 01 July 2020 (for approval) and Matters Arising	This item was not reviewed in the meeting	
153/20	Action Log	This item was not reviewed in the meeting	
154/20	NRLS National Report and Learning System	<p>It was noted in MMC that this reporting system has been in use for 4 years. It has been identified that GP practices do not currently have a mechanism to record the dispensing errors from Community Pharmacies. CQC are actively looking at the NRLS system as a process for recording incidents. NHSE can then look at trends across the system and the CCG can request to see anonymized data for trends.</p> <p>MMC suggested that it would be wise for GPs to standardize recording incidents in practice and to consider using the NRLS.</p> <p>ACTION: Practices to be made aware of the NRLS for recording incidents via Bitesize</p> <p>SA to forward information to Medicines Safety Meeting</p>	SA

155/20	Non-Practice Medication Recording on System1 and EMIS	MMC noted that they were content with the current process for this item and it was suggested that this was advertised to practices to start using. ACTION: Christelle will inform PCN Pharmacists of the process, GB to add this item into the upcoming issue of Bitesize and JF to upload relevant information onto the CCG Website.	CV, GB, JF
156/20	Dementia QIPP	It was identified by MMC that there are no further savings possible regarding Dementia in the current QIPP Savings plan. There was one QIPP Savings that would reduce costs by £6k by switching to branded generic but this particular brand is not available in all strengths. As a result this would be too chaotic to initiate at this period in time.	
157/20	Warfarin to DOAC	Concerns were raised regarding the use of Warfarin and DOAC simultaneously. There is a national database but it only captures electronic prescriptions so it is not a complete record of all prescriptions issued. ACTION: 3 Monthly Enterprise reports to be done locally (rather than using the national database) which will capture all prescriptions. Audit trail of safety issues	
158/20	Finance Report	SL informed MMC that currently there is no final budget set for the financial year 2020/21, including a budget for the QIS / FIS. All projects have been placed on hold due to COVID-19 including the Stoma and Chronic Pain Nurse positions. The CCG Finance Department are looking to obtain funds from NHS England (NHSE) as these business cases have already been allocated. May's PMD is performing positively showing a dip in spend and items. April 20 spend was higher than usual however dropped by 8% item growth in May 20. The Quarterly report will be going to Governing Body on completion. ACTION: SL to take Annual Report to next MMC meeting	SL
159/20	Items for OE	No items for OE	

160/20	Care Homes	<p>GY informed MMC that the Home Remedy Guidance is currently being produced.</p> <p>Proxy Ordering in Care Homes is gaining popularity. Rotherham is considering how to utilise the option of proxy ordering alongside our own Care Home Team. It may be a useful option for those homes that do not need regular input from the care home team. Care homes which have up-to date medication reviews, MAR charts and good processes in place may be suitable for proxy ordering.</p> <p>Concerns were raised about the risk of default ordering of all items leading to increased drug waste and the possibility of misappropriation of drugs. It was discussed that Care Homes now require a secure email.</p>	
161/20	Safety warnings from the MHRA, manufacturers and NHS Improvement	There was no discussion regarding this item	
162/20	NICE	95% of current guidance is COVID related	
163/20	Traffic Light Update	There was no discussion regarding this item	
164/20	Horizon Scanning	There was no discussion regarding this item	

165/20	NHSE Accountable Care System (ICS) – Impact	There was no discussion regarding this item	
166/20	For Information: <ul style="list-style-type: none"> • Barnsley APC Minutes • Barnsley APC Memo – Memo & Enclosure • Doncaster & Bassetlaw APC • RDASH Draft MMC Minutes • Sheffield Area Prescribing Group 	There was no discussion regarding this item	
167/20	Feedback from RMOG	There was no discussion regarding this item	
168/20	Items for RMOG, Items for Escalation or Additions to the Risk Register	There was no discussion regarding this item	
169/20	Urgent Issues & Appropriate Escalation	There was no discussion regarding this item	
170/20	Risks Raised	There was no discussion regarding this item	

171/20	Any Other Business	A discussion took place about using the Federation/ PCNs to collaborate with the MMC regarding the development of local guidelines and medication issues. <i>ACTION: SL to approach a PCN director to see if the PCNs would be interested in working with the MMC in upcoming projects and relevant guidance.</i>	SL
172/20	Date of next meeting	Date and time of next meeting: Wednesday 29 th July from 9.00am – 11.00am via Zoom.	

R A T I F I E D