

Irene Dix - PA (Nursing Clinical Governance)

From: Fiona Cameron - Director of Professional Development & Clinical Governance
Sent: 11 November 2005 17:28
To: Code A - PA (Nursing & Clinical Governance)
Subject: FW: Minutes from Pharmaceutical meeting

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From: Matthew Thomas - Corporate Project Manager
Sent: 10 November 2005 16:26
To: Andrew Paterson; Andy Holden; Ann Smith - Director of Operational & Corporate Services; Bill Shields - Acting Director of Finance; Bill Shields - Acting Director of Finance (PCT Cluster); Carol Gareze - Director of Performance; Chris Kelly; Chris Kelly - PEC Nurse; Denise Farmer - Director of HR & Learning; Diane Wilson - Associate Director Operational Services; EH/F&G PCT Senior Management Team; Eilish Costello; Fiona Cameron - Director of Professional Development & Clinical Governance; Gill Harrison - Respiratory Project Lead; Grant Du Feu; Ian Corless - Business Manager; Ian Reid; Inger Hebden - Director of Strategic Development; Jane Williams; John Hughes - PEC Chair; John Wilderspin - Chief Executive; Kath Clark; Kathryn Rowles - Director of Public Health & Partnerships; Kevin Suter (E-mail); Lucy Docherty - Chair F&G PCT; Margaret Scott - Chair EHPCT; Mike Johns; Mike Townson - Podiatry Manager; Nic Allen; Nicholas Allen (E-mail); Nicky Pendleton; Noreen Kickham - Director of Public Health & Partnerships; Patrick Carroll - Clinical Specialist Occupational Therapist; Patrick Leppard; Rachael Boyns - Head of Commissioning; Robert Pennells; Sue Damarell-Kewell - Head of Service and System Reform; Susan Mills - Head of Medicines Management
Subject: Minutes from Pharmaceutical meeting



PACMinutesOctober
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Agenda item 16

Matthew



East Hampshire, Fareham and Gosport Primary Care Trusts

Minutes of the Pharmacy Applications Committee Held at Fareham Reach on 20th October 2005

1) Present

Mary Kilbride	Non-executive director, Fareham and Gosport PCT
Inger Hebden	Director of Strategic Development Head of Primary Care,
Susan Mills	Head of Medicines Management, EH and F&G PCTs
Jo Stuttard	Primary Care Development Manager, EH and F&G PCTs
Sharon Martin	Primary Care Development Manager, EH and F&G PCTs
Code A	Pharmaceutical Adviser, EH and F&G PCTs

2) Introductions and Apologies

There were no apologies for absence.

3) Minutes of Previous Meeting

- a) 21st June 2005: the minutes were accepted as a true record of the meeting.
- b) Consultation 6th October 2005: the minutes were accepted as a true record of the consultation. Concern was expressed regarding the maintenance of the opening hours. The pharmacy has a duty to notify the PCT if it is unable to open. National monitoring of opening hours is under development

4) Matters arising from the minutes:

- a) **Sainsbury's application process:** the details of the letter sent to Sainsbury's by the PPSA were shared. The PCT will notify all pharmacies of enhanced services in due course.
- b) **Terms of reference:** it was agreed that the Committee should be consulted for applications of all kinds. An algorithm of the process will be included with the terms of reference. Mary Kilbride and Inger Hebden will ask the PCT board members for approval of the terms of reference and also if they are prepared to delegate authority for applications to the Pharmacy Application Committee.

Post meeting note: Sue Mills circulated the flowcharts from the Department of Health www.dh.gov.uk/assetRoot/04/10/75/82/04107582.pdf.

5) Time line for applications

The PPSA processing time line April 2005 will be circulated with the minutes

The logo featured on this page represents a merged management structure between East Hampshire Primary Care Trust & Fareham and Gosport Primary Care Trust

6) Brief update on Community Pharmacy

- a) **Opening hours:** all pharmacies are obliged to maintain the hours as stated on the form HN1. The current rota system will be in operation until January 2nd 2006 thus ensuring cover over the Christmas and New Year holidays. If a pharmacy is unable to undertake their rota duty due to closure of the supermarket or shopping centre in which they are situated, they must make alternative arrangements and notify the PCT.
- b) **Needs Assessment summary sheet:** the document will be circulated to all pharmacies.

7) Any other business:

- a) New premises for the Grocock practice: this will be a "one stop" centre but will not be big enough to qualify for automatic entry under the new Control of Entry Regulations.
- 8) **Date of the next meeting:** Thursday, 17th November 2005, Conference Room, Fareham Reach.

Distribution list:

Ian Corless, Business manager, South Easy Cluster

Code A Contracts Officer, PPSA, Winchester

HMB 10.11.05