

CALDERDALE LOCAL MEDICAL COMMITTEE

Minutes of the Meeting of the Calderdale Local Medical
Committee held on Wednesday 05/08/2020
(Held using Microsoft Teams)

Present <u>LMC Members</u> Dr S Nagpaul (Chair) Dr R Loh Dr D Kumar Dr M Mensah Dr S Ganeshamoorthy Dr G Chandrasekaran Dr N Taylor Dr E Gayle Dr J Ring Dr A Jagota Dr R Hussain	Spring Hall Rosegarth Plane Trees Keighley Road Raistrick Plane Trees Hebden Bridge Brig Royd Stainland Spring Hall Sessional Rep	(SN) (RL) (DK) (MM) (SG) (GC) (NT) (EG) (JR) (AJ) (RH)	<u>Practice Managers</u> Tina Rollings <u>Liaison Officer</u> Marcus Beacham <u>CHFT</u> Catherine Riley <u>Observers/Guests</u> Davina McDonald	Rosegarth/Siddal CHFT Minute Taker	(TW) (MB) (CR) (DMC)
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226/19	<p><u>WELCOME and APOLOGIES</u></p> <p>The following people sent their apologies; Dr R.Vautrey / C.Todd / C.Walker / Dr. S. Khan</p>	
227/19	<p><u>DECLARATION OF INTERESTS</u></p> <p>None declared</p>	
228/19	<p><u>MINUTES OF THE LAST MEETING 17/06/20</u></p> <p>Minutes agreed as an accurate record.</p>	
229/19	<p><u>MATTERS ARISING AND ACTION LOG</u></p> <p><u>184/19 LARCS Proposal</u> GC gave an update and confirmed that once the service is restarted they will redesign a pathway and we will have to look at it then. To be taken off the Action Log</p> <p><u>187/19 Wellbeing Survey</u> MB confirmed he and MM have a template framework in place and will be meeting to finalise the population of this from the results and the draft Wellbeing Strategy and Action Plan will be ready for the September meeting.</p> <p><u>206/19 Antibody Testing</u> It was confirmed the pathway for antibody testing for people with symptoms and for the NHS workforce was complete and working well. RL to send CR the email from the CCG for her to clarify the Asymptomatic patient testing pathway.</p> <p><u>211/19 PCSE Issues</u> MB confirmed he received several examples of the issues through from Practice Managers and as advised by RV sent these through by email via the lead at the GPC. He received confirmation of email response and will chase</p>	<p>MB/MM</p> <p>RL/CR</p>

230/19	<p><u>CHFT</u></p> <p><u>Update</u> CR gave an update regarding the phase 3 letter and people plan the GP practices received. They are working on this and aiming form a more realistic timeframe. The Digital Outpatients has been a success so far and a positive feedback was given for this. Currently they are working towards staff making the transition from being in a clinical area with PPE to getting back to working together without a patient present using social distancing and the other guidelines and fully understand the need for PPE and test and trace.</p> <p><u>Phlebotomy</u> SN mentioned the pathway with regards to patients booking their own appointment for a blood test by calling the number on the form, but phlebotomy are not accepting this and are requesting for the GP's to call and book the appointments. CR will look into this and take it back to the Trust and get back to SN. GC mentioned she will bring this up at the meeting she is attending tomorrow.</p> <p><u>Prescriptions</u> TR mentioned an incident regarding the hospital not sending an updated letter to the GP practice and telling the patient to collect the revised medication from the GP. CR will look into this and get back to the LMC. NT informed the group there is already a pathway in place for the prescription to be sent electronically to the pharmacy. CR will re-circulate the document to the consultants and the LMC will also re-circulate the document outlining the pathway.</p>	CR CR/LMC
231/19	<p><u>Practice Managers/General Practice</u></p> <p>Non GP Partners – SN confirmed the LMC will represent the Non GP partner on a general level as a practice but not as an individual. JR will put this on the LMC list-server for further information.</p> <p>Flu Campaign – SG mentioned the survey which went out to practices from the CCG. TR commented regarding the unrealistic timeframe and data request. The suggestion for the flu vaccine being done as a joint campaign and working together with key partners to achieve the vaccination targets was agreed by the majority as a good way forward, as this puts the patient's need first. GC will request a flu meeting and mention this at the meeting along with the planning going forward.</p>	JR SG/GC

232/19	<p><u>Public Health</u> No update.</p> <p><u>LMC ITEMS</u></p>	
233/19	<p><u>Sessional GP's</u> RH gave an update regarding her meeting/discussion with the other sessional GP's. RH will be compiling a directory of sessional GP's which will include their specialities, skillset and contact details. RH will keep this and share this with GP Practices</p>	RH
234/19	<p><u>Practice Development Sessions</u> Feedback for RedSky was positive and having an external facilitator was very useful. There are a couple of sessions still outstanding for practices.</p>	
235/19	<p><u>Meeting Representation</u> SN went through the meeting representation register and a discussion was had with regards to each meeting and the reasons for the meeting and representation for the meeting attendances. MB will seek clarification with regards to the CHFT Interface Meetings and report back. NT and GC to attend the CHFT Interface meeting if this has been merged. SG gave a brief update regarding her attendance at the LC/CCG Executive Meeting. SN asked if anyone is interested in attending any of the meetings on the list please email MB. SN requested that once the list is finalised as to the representation of the meetings, if your name is down for a meeting and you are unable to attend please let MB know so it can be deputised if necessary.</p>	MB
236/19	<p><u>LTD Company</u> MB confirmed everything has been submitted to Companies House and he has a call next week with LMC for an update on the progress. SN asked if everyone has put in their claims for payment. JL confirmed that all claims which have been submitted have been paid and if anyone hasn't submitted their accounts they need to do so ASAP.</p>	

237/19	<p><u>AGM – September</u></p> <p>SN suggested putting the AGM and LMC Meeting together in October. It was agreed to move the AGM to the October LMC Meeting (14th October 22020) where it will be a joint meeting. The end of year accounts will be presented and signed off at the October meeting. MB will also present a business plan at this meeting.</p>	
238/19	<p><u>Succession Planning and Support</u></p> <p>SN mentioned the succession planning for an apprentice to shadow her and RV for 3 months. If anyone is interested to let the MB know, as next year will be SN’s final year.</p> <p>SN explained how MB’s role has changed and proposed a new job title (Service Manager) and job description which everyone agreed.</p> <p>SN also asked if everyone was in agreement for DMC to be the new Admin Assistant due to the change in MB’s role and everyone was in agreement.</p>	
239/19	<p><u>AOB</u></p> <p>Honorary Contract for Flu - GC mentioned the honorary contract for flu and it was agreed she could sign this off on behalf of the LMC.</p> <p>SWYFT – It was agreed GC to invite swift interface to a future LMC meeting and to share areas of interface working.</p> <p>CAMHS – JL mentioned this issue with CAMS discharging patients due to COVID-19. JL to send the details via email to Debbie Robinson and feedback to LMC.</p> <p>Community Pharmacy – RL brought to the attention of the group the feedback from the committee pharmacy meeting in regards to dispensing and delivering medication as well as improving their working relationship with GP’s. This was discussed in respect of guidelines during COVID-19 for medication and also feedback/communication with them.</p> <p><u>DATE OF NEXT MEETING – Please Note!</u> Date of Next Meeting Wednesday 9th September 2020 Microsoft Teams, 7.45 pm</p>	<p>GC</p> <p>JL</p>