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| MINUTES | |
| MORGANNWG LOCAL MEDICAL COMMITTEE | |
| The Mercure Hotel, Phoenix Way, Swansea SA7 9EG | |
| TUESDAY 12th September 2017 | |
| GUESTS AT FUTURE MEETINGS: <ul style="list-style-type: none">• 14th November 2017: Speaker to be confirmed• 09th January 2018 : Speaker to be confirmed | |
| GUESTS: <p>Professor Hamish Laing, ABMU Executive Medical Director attended to provide LMC members with an update in respect of improvements being made in meeting targets for the transfer of information to Primary care following the discharge of in-patients. The following points were made;</p> <ul style="list-style-type: none">• ABMU is the only Welsh Health Board measuring and publishing performance data• Significant improvement recorded in NPT/POW/Morrison/Singleton Hospitals in last 18 months• 60% of all discharges are from Morrison (approx. 3,530 per month)• Discharge summaries are produced for approx. 67% of Morrison discharges• A 'no discharge summary = no discharge' approach has been adopted by some specialities• MTeD will replace eTOC in 2018• ABMU is working in partnership with RCP to provide relevant information for Junior doctors• ePrescribing is being introduced in two hospitals shortly and will reduce the current 70% error rate• HIW currently undertaking a thematic review across Wales of discharge communications• Working towards the Discharge summary being recognised as a routine integral part of good safe patient care <p>Hamish's presentation prompted some lively discussion around the reasons for poor performance in some areas and suggestions for further improvements whilst recognising that secondary care colleagues do not have the advantage of working on an electronic record as GPs do.</p> <p>ABMU would also take forward electronic referrals with a view to 'paper referrals' being discontinued before the end of the financial year.</p> <p>Hamish confirmed that UMDs had been reminded of their responsibility to issue Fit Notes.</p> <p>IH thanked Hamish and commended ABMU on the progress made in improving performance over the last 18 months and the introduction of the dashboard which he felt should represent all-Wales.</p> | |

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| A vote of thanks was proposed by IH. | | |
| GENERAL | | |
| 1. | <p>ATTENDANCE: LMC MEMBERS: Drs L El-Sharkawi (LE-S), P Evans (PE), I Harris (IH) (Chair), S Hlaing (SH), A Hussain (AH), C Jones (CJ), S Karupiah (SK), J Kletta (JK), A Rayani (AR), N Shah (NS), H Wilkes (HW), J Williams (JW), P Williams (PW). LMC Secretariat: M Liddell (Executive Officer) (ML), E Harris (Secretarial Assistant) (EH). ABMU/PCCU: Mrs H Dover (HD), Dr S Bassett (SB). Dr H Potter (HP). PRACTICE MANAGERS: C Boland (CB), M Haynes (MH), S Kiley (SKi), REGISTRARS: Drs H Hunt (HH), Dr L Kerrigan (LK). OBSERVERS: Dr P Ramkumar, Dr R Thomas</p> | |
| 2. | <p>APOLOGIES: Drs T Cufflin, C Danino, J Donagh, M Javid, E Rees, M Rickards, A Stevenson P Williams, E Jackson, R Thomas, R Lewis ABMU/PCCU: Dr A Roeves, Dyfed Powys LMC: Dr P Horvath-Howard, Dr L Williams PHW: The LMC had been advised that PHW representatives would attend meetings when public health issues were on the agenda and would continue to liaise with primary care mainly through clusters.</p> | |
| 3. | <p>MINUTES:</p> <ul style="list-style-type: none"> • Full LMC Tuesday 09 July 2017 – the Minutes were approved and signed by the Chairman | |
| 4. | <p>MATTERS ARISING:</p> <p>4.1 STATUTORY & VOLUNTARY LEVIES (5.1): ABMU had confirmed that both levies would be paid by ABMU managed practices for 2018-19. IH thanked HD for this welcome response.</p> <p>4.2 VITAMIN D REQUEST FORMS (10.1): Dr Gunneberg had confirmed that PT4L slots to deliver bespoke educational packages had not been secured and as a result the audit of new request forms had not commenced. An algorithm specifically covering the issues in relation to Vitamin D requests would be available soon. Dr Gunneberg would circulate anonymised raw data to practices. There were indications that the number of requests had reduced.</p> | ACTION AG |
| 5. | <p>LMC STRUCTURE: Dr Emmanuel Owoso had resigned as a sessional GP representative on 9th August 2017. On behalf of the LMC IH wished to record his thanks to Emmanuel for his valuable contribution over many years to both the LMC and GPC Wales.</p> <p>5.1 SUBSCRIBER STATEMENTS: Subscriber Statement forms were made available at the meeting for LMC members who had not completed them.</p> | |
| 6. | <p>SUSTAINABILITY PROGRAMME / PRACTICE SUPPORT UNIT. Panels had been arranged for three practices in September 2017 bringing the total number held to 10. The LMC would continue to encourage practices to complete the matrix.</p> | |

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| <p>7.</p> <p>7.1</p> <p>7.2</p> | <p>GP CLUSTERS: (standing item): Dates of cluster meetings had been circulated and responses were requested as soon as possible. A buddying system for clusters would be helpful. A two way stream of communication was expected with LMC members providing a supporting voice</p> <p>CLUSTER LEADS & HEADS OF PRIMARY CARE MEETING: IH had attended the meeting on 19th July 2017 and found it useful to hear about the issues being discussed. HW would attend the meeting on 27th September 2017.</p> <p>PT4L COVER: Members were concerned at the cancellation, often at short notice, of sessions due to the lack of GP cover. SB advised that the ABMU OOH service would no longer be able to provide cover and there had been negative responses from some cluster leads in respect of the cluster option for cover proposed by ABMU. This would be discussed at the next HOPC & Cluster Leads meeting</p> | <p>ALL TO NOTE</p> <p>ACTION HW</p> |
| <p>8.</p> <p>8.1</p> | <p>LMC /ABMU LIAISON GROUP : 18th July 2017: The Draft Minutes had been circulated for information. IH commented on some of the issues discussed.</p> <p>COMMUNITY NURSING SERVICE: Interaction with the District Nursing service was still being reported as problematic by constituents. PE advised that the situation had reversed in his practice and relationships had improved greatly. This issue would continue to be reviewed by the Liaison group.</p> | |
| <p>9.</p> <p>9.1</p> <p>9.2</p> <p>9.3</p> <p>9.4</p> <p>9.5</p> | <p>LMC /ABMU ENHANCED SERVICES STEERING GROUP: 15th August 2017 The draft minutes had been circulated for information. IH confirmed that the Group had been stood down due to the financial situation in ABMU and issues relating to current enhanced services would be discussed at the Liaison group. GMS outturn figures were being scrutinised by the LMC and HD confirmed that NS could share this information with GPC Wales.</p> <p>WOUND CARE LES: A LES for the management of simple wounds had been agreed with funding on an IOS basis. Complex wounds would be managed in secondary care.</p> <p>WARFARIN DES: Sign off of supplier contracts for hardware and software was unlikely before 1st October 2017. Clarification of the impact of the delay on payments to practices would be obtained. The view of the GPC Wales negotiating team was that payment under the DES should commence wef 1st October 2017 as some Practices had employed staff with a view to the service starting on 1st October 2017. MH reported a timing issue with the renewal of maintenance contracts for equipment currently in use. CJ advised that licence renewal costs will be refunded.</p> <p>DOAC LES: Negotiations for a LES were continuing but would not be in place during the current financial year. IH confirmed that practices could seek advice from the LMC about the repatriation of patients if they did not have the resources to manage them.</p> <p>PHLEBOTOMY RESOURCES: GPC Wales would issue further guidance for practices</p> <p>WELSH GMS CONTRACT 2017/18: The Focus on Changes Document prepared by GPC Wales had been circulated to practices and provided helpful clarification about agreed changes to the GMS Contract and Statement of Financial Entitlements. CJ confirmed that a legal challenge was ongoing in respect of the calculation of maternity payments for locums prior to 1st April 2017.</p> | <p>ACTION GPCW</p> |

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| <p>10.</p> <p>10.1</p> | <p>LMC EXECUTIVE COMMITTEE: 8th August 2017: The Draft minutes had been circulated for information.</p> <p>ANTI-DEMENTIA MEDICATION: The LMC Exec. had informed ABMU Pharmacy representatives that they could not agree to the prescribing of anti-dementia medication without additional resources being made available.</p> | |
| <p>11.</p> <p>11.1</p> | <p>ABMU 111/ OOH SERVICE –(standing item). SB advised that advanced discussions were being held with WAST around the cover of overnight Home visits because of difficulties in recruiting GPs to cover shifts. Further training of DNs to verify deaths was also being done and the use of Advanced nurse practitioners was being worked on with a view to reducing the number of GPs required. CJ suggested the introduction of Home Triage to encourage uptake of OOH work. SB responded that due to the work being done around the prioritisation of calls the vulnerable part of the service was face to face rather than telephone consultations.</p> <p>OVERNIGHT CLOSURE OF PCC IN NEATH: PW commented that the closure of the PCC in NPT in the evening and overnight resulted in an increase in daytime workload. CB asked if the overnight closure of the PCC would become permanent following the review of workload. SB advised that the consultation was ongoing.</p> | <p>ALL TO NOTE</p> |
| <p>12.</p> <p>12.1</p> <p>12.2</p> | <p>ISSUES RAISED BY PRACTICE MANAGERS: (standing item) An updated schedule of issues / queries raised by Practices between April -August 2017 had been circulated.</p> <p>DELAYS IN PAYMENT OF INVOICES: SKi and CB reported delays in payment of practice invoices. IH confirmed that this would be raised at the Liaison Meeting on Tuesday 19th September 2017.</p> <p>ADMIN RIGHTS FOR SURGERY PCs: SKi asked if the LMC could progress this with NWIS. CB reported that communication between NWIS and Primary care was poor with training sessions clashing with other meetings. The LMC would contact GPC Wales to raise these issues through the GMS IM&T Board.</p> | <p>ACTION ML</p> <p>ACTION AR</p> |
| <p>13.</p> <p>13.1</p> <p>13.2</p> <p>13.3</p> <p>13.4</p> | <p>ISSUES RAISED BY CONSTITUENTS: (standing item).</p> <p>SURGICAL TEAM EVENING CLINICS: No further concerns had been raised about the waiting list initiative clinics.</p> <p>SINGLETON TRIAGE TEAM: AR/ML had met with the clinical nurse manager of the 24 hours triage service which followed UKONS rapid assessment and access guidelines. Nursing staff had access to oncology, haematology, palliative care team and District Nurses. Patients may be advised to seek GP review but would not be told that a Home Visit would be made.</p> <p>TRANSFER OF WORK FROM SECONDARY CARE: The LMC had highlighted inappropriate transfer of care issues in letters to Gastroenterology, Cardiology and Paediatrics and would continue to raise issues with secondary care colleagues.</p> <p>COLONOSCOPY LETTERS. PW reported that there was a two week cut off period for patients who did not attend an appointment before being referred back to their GP. This would be raised at the Liaison meeting.</p> | <p>ACTION AR</p> <p>ALL TO NOTE</p> <p>ACTION ML</p> |

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| 14. | ISSUES RAISED BY CO-OPTED MEMBERS: <i>(standing item)</i> | |
| 14.1 | PRIMARY CARE COMMUNITY STRATEGY: HD confirmed that a series of short engagement events would be held in Morryston, POW and NPT Hospitals during September/October 2017 to gain a wide range of views to inform the implementation of ABMU's 5 year Primary and Community Strategy. | |
| 15. | ISSUES RAISED via/for LMAG: Sue West-Jones, Consultant in Emergency Medicine and Clare Boland (Practice Manager) had given a presentation at the September meeting about a successful multi-disciplinary approach to modifying the behaviour of frequent service users. IH invited members to submit issues for discussion and to attend future meetings. | ALL TO NOTE |
| 16. | GPC WALES <i>(standing item)</i> . CJ confirmed that details of the new GMS contract should be available within the next 18 months. Indemnity cover remained a high priority and MDOs had agreed to stall increases until a Government announcement was made. Details of a Diabetes NES would be available soon | |
| 16.1 | PREMISES – WG Monies for developments/improvements: CJ raised a concern that the monies were not being used as originally intended as only new build schemes were being considered. Further details would be available at the Liaison Group Meeting. | |
| 17. | SWANSEA SESSIONAL GP GROUP: 5th September 2017. Dr Javid attended and had confirmed that Dr Oak Aung Kyi had been re-elected as Secretary and Treasurer. Dr Rosie Preece had been re-elected as President and Dr Javid as vice-president. | |
| 18. | PATIENT KNOWS BEST PILOT: IH summarised details of the patient held records pilot to be run in POW in four surgical specialties and 6 disease areas | |
| 18.1 | CKD ASSIST: Documentation about a proposed alert system had been circulated. The introduction could generate a small workload of around 10 alerts per GP per annum. IH asked members to review the proposal and feedback comments. | ALL TO NOTE |
| 19. | DYFED POWYS LMC: AR had attended the DPLMC meeting on 7 th September 2017 and summarised some of the issues discussed. | |
| 20. | LMC ANNUAL CONFERENCES: | |
| 20.1 | LMC MEDICAL SECRETARIES CONFERENCE: 19th October 2017: London: AR/ML would attend. | |
| 20.2 | WELSH LMC CONFERENCE 2018: 20th January 2018. DoubleTree Hilton Hotel & Spa Chester: Expressions of interest were requested and should be forwarded to the LMC office. The closing date for Registration and submission of motions was Monday 6th November 2017 | |
| 20.3 | UK LMC CONFERENCE: 9th March 2018. Venue in Liverpool to be confirmed. | |
| 20. | WELSH MEDICAL PERFORMERS LIST – (ABMU): A list of changes April – August 2017 had been circulated to elected members for information. | |

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| 21. | VTS REPRESENTATION: Ben Chisholme (Bridgend) and Tom Watkin (Swansea) had completed their training and the Course organisers had been asked to nominate new representatives. | |
| 21. | NEXT LMC MEETINGS <ul style="list-style-type: none">• LMC Executive Committee – Tuesday 10th October 2017 - Harbourside Surgery.• FULL LMC: Tuesday 14th November 2017 – MERCURE HOTEL, Phoenix Way, Swansea Enterprise Park, Swansea SA7 9EG | |