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MINUTES

MORGANNWG LOCAL MEDICAL EXECUTIVE COMMITTEE

THE VILLAGE HOTEL, SWANSEA, SA1 8QY

TUESDAY 13th JUNE 2017

*Items in normal text – for consideration / items in italics for information / * indicates additional papers*

GUESTS AT FUTURE MEETINGS:

11th July 2017 – FULL LMC: Dr Andar Gunneberg Consultant Chemical Pathologist / Head of Biochemistry had been invited to attend.

12th September 2017- FULL LMC: Hamish Laing ABMU Executive Medical Director would be invited to attend

GENERAL

1. **Attendance:** Drs. I Harris (IH) (Chair) S Hlaing (SH), J Kletta (JK), N Shah (NS), H Wilkes (HW) Mrs M Liddell (ML), Executive Officer

2. **Apologies:** Drs L El-Sharkawi, A Rayani

3. **Minutes of:**

- LMC Executive Committee Meetings on Wednesday 15th February and Tuesday 25th April 2017 were ratified by the Committee and signed by the Chairman.

4. **Matters Arising:**

4.1 **IPFR (4.1):** Confirmation that the TOR had been amended to enable the Chairman's deputy to attend IPF appeal panels had still not been received. A chasing email would be sent.

ACTION ML

LMC KEY ISSUES

<p>5.</p> <p>5.1</p> <p>5.2</p>	<p>GP CLUSTERS (standing item): Dates of cluster meetings had been requested and once received the LMC would contact cluster leads with a view to having an LMC elected member attend each one.</p> <p>CLUSTER LEADS & HoPC MEETINGS: Regular meetings had been established and the LMC would be represented by IH and/or HW. AR would deputise for either and would attend on 21st June 2017.</p> <p>ABMU PACESETTER – NPT HUB: HW raised concerns about the viability of the scheme as funding was being reduced. Two physiotherapists, the hub pharmacist and technician had resigned with little hope of being replaced because of the uncertainty around future arrangements. The only remaining support would be a Manager, a MH support worker and an audiologist. This would be raised at the HoPC meeting on 21st June 2017.</p>	<p>ACTION AR</p> <p>ACTION AR</p>
<p>6.</p> <p>6.1</p> <p>6.2</p>	<p>SUSTAINABILITY PROGRAMME / PRACTICE SUPPORT UNIT: AR had attended an updated sustainability meeting in Neath and a further panel had been arranged for 29th June 2017.</p> <p>PRACTICE MERGERS: St Helens MC and High Street surgery 2017 had merged with effect from 1st June 2017.</p> <p>PC ACCESS & SUSTAINABILITY FORUM: NS would attend the meeting on Thursday 15th June 2017 and would take comments from the LMC Exec team in respect of drafts papers for the provision of support services to practices and standards for practices adopting the Telephone first model. NS's notes of the meeting were subsequently made available to the Exec Team.</p>	<p>ACTION IH</p>
<p>7.</p>	<p>CONSTITUENCY VACANCIES: Dr A Hussain had ceased to be a contractor wef 1st June 2017 and as a result would now represent the Sessional GP constituency. Interest in membership had been expressed by a further two GPs (one each from NPT and Bridgend) and when elected would bring the membership to 22.</p>	
<p>8.</p> <p>8.1</p>	<p>FINANCE (standing item): A summary of expenditure to 31st May 2017 was tabled and discussed. Expenditure was within budget and no issues were raised. All payments made to LMC members which did not meet the criteria to be paid as a FLA (Financial Loss Allowance) were, with effect from April 2017, subject to the deduction of PAYE and NIC at source.</p> <p>STATUTORY & VOLUNTARY LEVIES: Both Levies had been paid by NWSSP to Morgannwg LMC. The Voluntary levy had originally been set by GPDF at £38,200 (7p per patient) but following concerns raised by some LMCs about the 1p increase this was reduced to the 2016 figure of £25,252 (6p per patient). The GPDF AGM would be held in September 2017 and following the appointment of new Directors the funding required for 2017 would be reviewed.</p>	

<p>9.</p> <p>9.1</p>	<p>COMMUNICATION BETWEEN SECONDARY & PRIMARY CARE: The Improving Discharge information group would meet on 6th July 2017. IH & HW would attend.</p> <p>WCCG: The LMC was disappointed at the lack of progress with the roll out of WCCG and little information was being provided. IH/HW were aware that there were some problems with secondary care consultants not using the system properly eg ePrioritisation and/or how to refer patients to a different specialty and would take forward.</p> <p>Practices would be asked to provide examples of problems caused by the ePrioritisation process consultants were using (downgrades/returning referrals inappropriately/unclear advice/using advice requests inappropriately).</p>	<p>ACTION IH/HW</p> <p>ACTION ML</p>
<p>10.</p>	<p>WEBSITE: Some improvements to the website were agreed including the addition of a search facility and an extended FAQ module. Following this a module to enable practices to advertise GP and staff vacancies would be considered.</p>	<p>ACTION ML</p>
<p>11.</p> <p>11.1</p> <p>11.2</p> <p>11.3</p>	<p>LMC/ABMU ENHANCED SERVICES STEERING GROUP – 18th April 2017: In the absence of Minutes IH provided a summary of issues discussed.</p> <p>WOUND CARE LES: Feedback in respect of the ABMU options paper discussed by the HB on Wed 14th June 2017 would be requested.</p> <p>ANTICOAGULATION DES: Practices/clusters were being encouraged by the LMC to participate in the DES. Further information about the level of take up would be provided at the Enhanced services meeting on 27th June 2017. The LMC would try to progress a DOAC LES in view of the number of practices handing back the monitoring to secondary care.</p> <p>CARE HOMES DES: IH reported that uptake numbers were encouraging. Further details would be available at the ES meeting.</p>	<p>ACTION ML</p> <p>ACTION IH</p>
<p>12</p> <p>13</p>	<p>LMC MEETING 9 May 2017: The Draft minutes had been circulated.</p> <p>LMC/ABMU LIAISON GROUP MEETING 16 May 2017: The draft minutes had been circulated. ABMU had promised early resolution to problems relating to several issues (eg completion of MAR documentation, collaborative fees, claiming over/under payments). ML to chase.</p>	<p>ACTION ML</p>
<p>OUT OF HOURS/ACUTE GP UNIT/OTHER SERVICE MATTERS:</p>		
<p>14</p>	<p>ABMU OOH Rota Problems - (Standing item) No update available</p>	

14.1	IHR (Welsh GP Record) - (standing item) Nil reported. This item would remain on the agenda until the roll out programme to secondary care and community pharmacists was complete.	
14.2	111 PILOT: No update available.	
15.	VITAMIN D REQUEST FORMS: New forms which had not been agreed by the LMC had been introduced wef 5 th June 2017 and constituents were reporting that requests on the original forms were being declined by the lab. The LMC had advised practices to phone the lab to challenge the decision if the correct clinical details had been entered. SH would attend the Pathology User Liaison Group (PULG) meeting on 20 th June 2017 to discuss the LMC's concerns.	ACTION SH
16.	ANTI-DEMENTIA DRUGS: Sue Jones, Mental Health Pharmacist would be invited to the LMC Executive committee meeting on Tuesday 8 August 2017 to discuss the prescribing of anti-dementia medication in primary care.	ACTION AR/ML
17.	CORONERS OFFICE: Practices would be reminded that patient identifiable information must not be emailed to the coroner as their offices were not part of the NHS email network.	ACTION AR/ML
PUBLIC HEALTH WALES AND IMMUNISATION ISSUES:		
18.	SIG: 16th June 2017: Constituents were reporting an increasing number of requests from secondary care to undertake vaccinations for patients eg Hep B / Hib. JK would raise this at the SIG meeting and advise that, without a LES in place these could not be undertaken in primary care.	ACTION JK
19.	CAMERON FUND: The Executive committee agreed that a donation of £850 would be made by the LMC to the Cameron fund in recognition of the increase in support being provided to GPs.	ACTION ML
NEXT LMC MEETINGS		
20.	<ul style="list-style-type: none"> • Full LMC Meeting – Tuesday 11th July 2017 at The Towers Hotel, Jersey Marine. • LMC Executive Committee – Tuesday 8th August 2017. Venue tbc 	