

HAR PCN

CMG MEETING Minutes

19th December 2019, 1.15pm – 3.15pm

Jessop Medical Practice, Greenhill Ln, Leabrooks, Alfreton, DE55 1LU

	Item	Lead
1	Collette Hallam chaired meeting, LM minute noted	
2	Welcome & Apologies Present: NH, AT, CA, SB, AM, JW, LT, JR, CH, DW, CS, MW, SM Apologies: YD, SD, KH	Chair
3	Phase 2 – plan on a page/ Operational detail plan update Rakesh introduced the Operational Plan to the group, giving a brief overview of the tabs along the bottom, Priorities 1 – 5, extended hrs, the 7specs, digital 8, ICS. He suggested looking at the mandatory items first such as the 7 specs and Pr 4 MDT, as they'd cover other areas in the plan.	Rakesh Marwaha
4	Review of schedules & Governance Hempsons have been through NH's initial schedules and suggested several changes. A further conference call with the 3CD's required in the NY.	CDs
5	PPLT January 2020 content update First half is for clinical and non-clinical staff, with Helen from Healthwatch and Paul the social prescriber. Second half split into 2 groups. Clinical staff will receive safeguarding training from Dr Mott (Andy's wife) and non-clinical staff to receive navigation training. This is primarily important to reception staff but it is felt it will still be useful for admin teams to be a part of. It was noted that the end of life palliative care meeting is on the same afternoon so some GP's will be attending that. Parking email to be sent nearer the time once we know how many spaces are free at Alfreton Hall, along with the Genesis Centre and Alfreton Leisure Centre.	LM

Standing Agenda Items		
6	<p>Social Prescriber update</p> <p>PC still to visit all the practices. A new leaflet has been developed for the reception team to follow. It was requested that this be emailed out now rather than waiting for Paul to visit with it.</p> <p>Practices to speak with their Care Coordinators to ask them to compile their top 5 GP users in order to point them in the direction of the SP.</p> <p>Care Coordinators to be invited to Quest.</p>	<p>JR</p> <p>PMs</p> <p>LM</p>
7	<p>Clinical Pharmacist interviews update</p> <p>After sending out 5 invitations to interview, 2 attended due to the previous invitees finding other roles. Both interviewees were offered a post, however 1 had also been offered a post at Hardwick and has accepted that one. Laura Hickmott has accepted and will begin in the middle of March. She will need training and support and we need to be very clear what we are asking of her, all dependent on the new specs.</p> <p>CS asked about the 30% cost covering. AM confirmed this is being covered by AVH for the time being.</p> <p>AM went on to discuss next year's workforce budget. Although the amounts are generous, if we are to match them by 30% the question is where does that come from?</p> <p>AM also mentioned the CP employment issue from April 2020 for Park, Parkside and Ripley medical centre. If a pharmacist leaves and is not replaced like for like the PCN could not then take on anymore CPs. A discussion needs to take place within these practices to look at this further as any decisions will have implications on the PCN.</p>	<p>Park, Parkside, Ripley</p>
8	<p>Care Home planning</p> <p>Still awaiting the specs for next steps. There are still some quick wins which Nic referred to in the email request he sent to all PMs on 2nd December.</p>	<p>PMs</p>
9	<p>Workforce</p> <p>Discussed in point 7</p>	

10	<p>AVH Ltd Update</p> <p>We're getting a pharmacist!</p> <p>NH confirmed the funding is there for staffing. JW to distribute based on list size.</p>	JW
11	<p>PCN Workflow Projects</p> <p>CA attended a PCN Operational group meeting set up by the CCG. The aim of the monthly meeting is to share ideas and feedback PCN information, which is may be not always getting through from the CD's in all PCN groups.</p> <p>CA raised concerns regarding the SP having access to the clinical systems, as this had been mentioned by the SP in a recent visit with Parkside. It was made clear from the CD's that this would not be the case.</p>	CA
12	<p>Clinical Directors' Update</p> <ul style="list-style-type: none"> - Derbyshire GP Alliance - <u>Public Health meeting</u> – a positive meeting with Nic and Justine. We plan to link with the live, life better team allowing sessions at the hub, which can count towards extended hours. The public health team are also gathering some data packages together for us by March 2020. - <u>Meeting with Clive Newman</u> – Clive and Emma met with the CDs to ask how they could help any further. Clive was impressed with the PCN's overall ethos, in comparison with other PCN's. - <u>SEA meeting</u> – Justine felt this was really good and some GP's who had attended fed back the same. It was interesting to see how we all approach things differently. Question was asked if there were any minutes produced? - NH raised the question of the meeting topic after February (palliative Jan, Medicines Feb). Should it be another SEA? SM suggested that if anything has been changed in the practices, since the November meeting, to mention these changes in the March meeting. LM to research. - <u>DCHS</u> – Nic and Justine attended the meeting. It was stated that there is always a 10 – 20% vacancy for district nurses, which is why if any are on leave for any reason staffing is so tricky. Also the DCHS look at Amber Valley's staffing figures as a whole and not within each PCN so it makes it look better than it is for our neighbourhoods. - Justine felt overall it was a positive meeting. DCHS were keen to meet to discuss the use and flexibility of community matrons. - AM discussed the DN team hub and how the nurses are distributed across the area. They need to be ensuring the nurses aren't 	<p>CDs</p> <p>KH?</p> <p>LM</p>

	<p>just being sent to where they have always gone but are going to the areas they are most in need. In order to ensure this is not happening we need to find out if the data shows deprivation/inequality in our areas so that we can make the point that more help is needed.</p>	
13	Review of November minutes and action points	Chair
14	<p>Any Other Business</p> <p>NH asked if we should move the QOF QI meetings around the practices or keep them at Parkside? It was suggested that the dates of the meetings be sent to all practices and if they could be accommodated by anywhere other than Parkside to feedback and LM would arrange the diary.</p> <p>CA – Amanda had asked that she let us know there are a few staff retiring in 2020 who are keen to remain on the hub register.</p> <p>A discussion took place regarding the next PPLT. May 20th was suggested along with Post Mill, South Normanton as a destination. LM to look into.</p>	<p>Chair</p> <p>PMS/LM</p> <p>LM</p>
Items for Information		
15	<p>Other PCN facilitated meetings</p> <p>1. QOF QI meetings</p> <ul style="list-style-type: none"> - Palliative care Jan 23rd - Medicines Safety Feb 27th 	
16		
17		

Next meeting: 16th January 2020 (continues on 3rd Thursday monthly) 1:15pm - 3:15pm