

TRENT AND WEST MIDLANDS MEDICINES INFORMATION PHARMACISTS' GROUP
Minutes of the meeting held

Room 3, Medical education Centre, Queen's Hospital, Burton on Trent
on Friday 16th May 2014

Present

Vanessa Chapman (Joint Chair)	Trent Medicines Information Centre	VC
Sarah Fenner (Joint Chair)	West Midlands Medicines Information Service	SF
Jim Glare (Joint Chair)	West Midlands Medicines Information Service	JG
Bev Allen	Doncaster Royal	BA
David Anderton	Royal Derby Hospitals	DA
Ruth Bader	Hereford County Hospital, Wye Valley Trust	RB
Sarah Baig	Russell's Hall Hospital, Dudley	SB
Kenneth Bird	New Cross Hospital, Wolverhampton	KB
Rachel Burton	Solihull Hospital, Heart of England Foundation Trust	RB
Rosie Fletcher	Worcestershire Royal Hospitals	RF
Susan George	Sheffield Children's Hospital	SG
Tim Hopkins	Northern General Hospital, Sheffield	TH
Charlotte Hoult	Chesterfield Royal Hospital	CH
Chetna Parmar	QEH, Birmingham	CP
Lisa Price	United Lincoln Hospitals	LP
Ola Salami	Kettering General Hospital	OS
Cath Sansby	University Hospital, Coventry	CS
Peter Secrett	City and Sandwell Hospital NHS Trust	PS
Gill Stead	Trent MI	GS
Catherine Stephenson	Queens Medical Centre, Nottingham	CSt

14.01 Apologies for absence

Nandini Burdree	Mid-Staffordshire NHS Foundation Trust
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Margaret Loveless	Princess Royal Hospital, Telford
Peter McGinness	Royal Shrewsbury Hospital
Shabnam Parveen	North Staffordshire Hospital, Stoke
Maya Patel	Birmingham Children's Hospital
Liz Payne	Walsall Manor Hospital
Sarah Welsby	Warwick Hospital
Steve Haigh	Sherwood Forest Hospital, Mansfield
John Lawton	Nottinghamshire Healthcare Trust
Nicola Bryan	Northampton General Hospital
Christina Dezelak	Rotherham District General Hospital

14.02 **Minutes of the previous meeting**

Vanessa (VC) welcomed everyone to the meeting.

Minutes accepted as a true record with no amendments.

14.03 **Matters Arising**

VC – Feedback from Trent Pre-Reg Training Day has now been circulated to the Trent group.

VC – At previous meeting a list with links to resources that used to be hosted on NeLM has been circulated, and the possibility of putting this list on UKMi website had been discussed. However, this list is probably now redundant. Much of the work produced by the London MI centres for NeLM can be found on the website www.medicinesresources.nhs.uk [NB the website does not allow a direct hyperlink but can be found by Googling 'medicinesresources'].

VC – MHRA has implemented Phase 1 of changing the way it communicates drug recalls nationally, with emails replacing faxes. Currently there is no time scale for implementation of Phase 2, where alerts will be emailed directly to individuals as each NHS Trust rather than through intermediates, such as regional centres.

Post-meeting note- East Midland Drug Alert cascade has been updated and is available on the midlandsmedicines website.

MIDLANDS ISSUES

ACTION

14.04 **Regional MI Centres – Staffing Situation**

Trent – The bulk of Peter Golightly's work has been picked up by Vanessa Chapman and Sue Carr. The Director's post has just been advertised – 0.6 wte on a fixed term one year contract.

West Midlands – The bulk of Peter Golightly's work has been picked up by Sarah Fenner and Jim Glare. West Midlands are currently under severe staffing

pressures as they are unable to recruit to vacancies until future funding is secure. There may be opportunities for secondments to the regional centre if this would be of interest to any MI pharmacists.

PG will continue to contribute to the work of both regions, for example the Drugs in Lactation database, on an ad hoc basis.

14.05 Local centres – any changes

KB highlighted problems from his centre. He has recently lost several members of staff (through retirement, long term sickness absence and maternity leave) and has not been allowed to replace them.

14.06 Regional Service – what do you want?

With the publication of the Specialist Pharmacy Services (SPS) review, which is due shortly, there is the potential for differences between what services RMIC currently provide and what services they will be commissioned to provide in the future. A questionnaire was circulated to obtain information on how local centres use the regional service currently, and which services are valued.

Note: The questionnaire will be circulated via email to those not attending the meeting.

ALL

WORKFORCE & TRAINING

14.07 National Training Course

The next national training course is 7th-9th July, jointly organised by Trent and Northwick Park.

Trent and West Midlands have both submitted two nominations.

44 nominations have been received for 30 places. Places are limited by the number of available computer stations. Currently trying to re-think /re-organise the programme to accommodate more people. There may therefore be a need for extra tutors – ideally local to Leicester. Contact VC if you can help.

The next training course will run early 2015 – and will also include technicians (as part of the accredited training course). 7/8 technicians are required to make the technician course viable.

Post-meeting note- all Trent and West Midland nominees were allocated a place on the course.

14.08 Practice Development Seminar 2014

Draft programme was circulated.

Practice Development Seminar (PDS) will run as a one day event again, on Friday 12th September 2014. It will again be held at the Metropole Hotel, NEC, Birmingham, and will be a similar cost to 2013.

Everyone was encouraged to attend, and to think about submitting a poster.

14.09 Pre-reg Training

a) Trent MI Course 2014

Date for training day is Wednesday 3rd September 2014.
Feedback from 2013 has been circulated – comments that sessions ran over time.
Planning of programme will start soon.

b) West Midlands MI Course 2014

Date for training day is Monday 15th September. (The original date planned had to be changed due to clash with PDS). Will be confirming programme and tutors soon.

CS – requested that programme could be circulated to MI pharmacists to avoid duplication of training.

SF

14.10 RPS and Faculty

VC provided an overview of the RPS Faculty programme. This could be used for career progression and to aid CPD. In the future there is the potential to link Faculty membership to recruitment and to aid revalidation with the GPhC. Some present had registered for the Faculty. CSt reported that at Nottingham hospitals, RPS membership was compulsory.

14.11 UKMi Workbook

The UKMi workbook will be republished this year. The workbook is in need of updating. Ideally the new workbook should be available mid/late August.

ALL

Options for the future are being considered – one option is an electronic workbook – this could then integrate seamlessly with MiCal.

Following discussion – concluded that pre-reg's should be asked what structure they would want.

CS asked for one extra workbook for this year. All others centres the same.

IT/ e-PRODUCTS / RESOURCES

14.12 Compliance aids stability database

The compliance aids stability database continues to be gradually rolled out. The database is currently still password protected, although the long-term plan is to be open access.

Access to users outside of MI is now being rolled out. Two different user names/passwords are available – one for primary care, one for secondary care. These can be given to those who would find the database useful. The usual UKMi password should still be used by MI.

Email with details of access to be re-circulated to West Midlands.

JG/SF

Any comments about the database to be feedback to South West Medicines Information. CS asked if there were plans to update the database as some products not listed. VC will check.

VC

14.13 Midlands Medicines website

- a) Drugs in Lactation (UKDILAS) database
Coverage of the BNF nearly complete – majority of the main therapeutic sections now covered. “Last reviewed” column has now been added – plan is to review entries on a 2 yearly basis. Some entries will soon be due for review. Have been problems with broken “Q&A” links – these have now been resolved. Need to now look at how the database can be publicised / reach a wider audience.
- b) JG to circulate WMids standard wording to accompany any queries regarding lactation. **JG**
- c) Other Content **VC**
VC – Plan to place Joint Meeting Agenda & Minutes on website

DA – requested that calculator tools that were on UKMi Central be transferred to Midlands Medicine. VC to investigate.

14.14 MIDatabank

Susan still using MIDatabank 2. Her IT have agreed to changing but currently haven't prioritised.

VC reported on the current situation regarding sharing of enquiries and the move to a web-based version. Regional MI Centres are trialling sharing enquiries (via Version 3 of MiDB) which requires resolving a number of clinical governance and IT issues. Three RMIC have completed the required processes, but one RMIC had their request turned down on clinical governance issues.

There were some concerns regarding the unknown quality/ breath of the research. Concerns were also raised about enquirer or specialist names within answer fields. These would have to be removed or the enquiry not shared.

VC reported of some issues nationally with Yellow Card reporting- some YC have included patient identifiable data so should be checked before sending. **JG**

JG reported they had noticed recently that Word attachments could be altered after an enquiry had been closed at there was no way of knowing this. JG to report to Clin Governance working group.

14.15 Prescribing Outlook

JG reported on plans for Prescribing Outlook for this year and the future. Should be available in October this year.

14.16 MI Resources

a. Medicines Complete

VC discussed the issues with Pharm Press as per circulated document. 3 centres had 2 user licenses, others just had single user licence.

Centres were advised to regularly change their passwords.

b. Renal Drug Handbook

SF reported on the new handbook and database. Costs, and further details are available at <http://www.renaldrugdatabase.com/> . UKMi trying to negotiate deal. VC to circulate details when available VC

14.17 Use of apps

VC asked if anyone had done any work locally on use of apps on wards, often by junior prescribers. No specific work was available. VC to look into further. VC

PATIENT SAFETY

14.18 Injectable Medicines Guide (IMG)

VC gave a summary of the IMG as it stands. IMG investigating future development, including way in which funded / structured. VC

Paediatric monographs expected soon. VC to clarify if these will be separate monographs or combined within adult ones.

Post meeting note: the paediatric and adult monographs will be separate monographs; they will be selectable by different drop-down tab options. There will be about 20 paediatric monographs to start with.

14.19 Product Safety Assessments- UKMi tool

The tool is now available on the UKMi website in addition to the completed reports of products by UKMi. All centres who use the tool and produce a report were encouraged to send them for inclusion on the website. There was a discussion as to how they would be used and at what stage in the process of introducing a new drug could they be helpful.

14.20 Medication Safety

JG gave a summary of the recent patient safety alert and the development of medicines (and medical device) safety officers and medicines (and medical device) safety networks. It was felt useful to invite a MSO to a future meeting. VC

CLINICAL GOVERNANCE

14.21 IRMIS Reports

SF tabled recent IRMIS reports. Again there seem to be a number of recurrent themes – time / staffing pressures.

Incident 795 highlighted – be aware of potential for transcription errors occurring when copying and pasting into MiDatabank.

Incident 802: discussion around whether pre-reg's would be allowed to answer the phone if a pharmacist wasn't present. Majority would not allow this but many centres allowed junior pharmacists to work alone in MI.

14.22 Pharmaceutical industry survey

VC tabled results from recent survey. Results suggest there is a widespread problem that affects both large and small companies. A further, more robust survey is to be undertaken, probably in the autumn.

14.23 Audit

The current audit process and toolkit is currently undergoing review and update. It will focus more on assessing output rather than process. West Midlands audits are all currently over due, Some Trent audits are now due. These will be scheduled when staff availability permits.

There was general agreement that audit was a useful process.

14.24 Peer Review

VC asked if there was any interest in establishing system for enquiry peer review between centres. This was generally felt to be a useful option. VC to develop as plan for the next meeting.

14.25 Key performance indicators

It is approximately three years since the last national MI survey. Clinical Governance Working Group is planning to undertake survey later this year. Aim will be to collect data such as enquiry numbers, categories etc from every MI centre.

PATIENT INFORMATION

14.26 Medicines helpline for patient - standards

These standards which were developed for local implementation in Wessex have now been endorsed by the RPS. They can be accessed at http://www.ukmi.nhs.uk/filestore/ukmiacg/MedicinesHelplineStandardsvn3_2.pdf

It is likely that they will be merged into the MI audit process.

RESEARCH

14.27 EJHP article

Article from EJHP circulated – call for short articles from medicines information. All encouraged to consider short articles /interesting enquiries for submission.

Post-meeting note- the EJHP is not free to access. Some may have access through their local Athens accounts.

UKMi ISSUES

14.28 Specialist Pharmacy Services Review

JG reported that the publication of SPS review is still awaited.

Post meeting note: The SPS Review has now been published and can be accessed at

<http://www.england.nhs.uk/wp-content/uploads/2014/05/sps-final-rep-28-05-14.pdf>

14.29 Other UKMi Executive issues

JG reported that with the retirement of Chris Proudlove , another list owner for mi-uk discussion group is needed. There are three list owners – who rotate – doing a month “on duty” at a time. The workload is relatively small, mainly adding / removing people from list.
If interested contact JG.

JG

14.30 Communication slot / any other business

CSt – asked if people checked more than just SPC for allergy enquiries. General agreement was that if severe allergy – then further resources should be checked – including contacting the manufacturers.

CSt- asked what other Trusts were doing about BNFs. Trusts were adopting a range of approaches to deal with annual distribution of paper copies of BNF.

KB – having problems importing DiScan records into MiDatabank. Will discuss with JG.

SB – asked whether anyone had technician training materials they would be willing to share. SB to contact BA.

2014 MEETINGS

14.31 Dates/plans for future meetings

General agreement to continue with joint meetings – aim for 3 meetings /year.
Agreed that Burton Hospital suitable location.