

HIGHLAND LOCAL MEDICAL COMMITTEE

**Tuesday 17th June 2014
Board Room, Assynt House, Inverness at 3.00pm**

AGENDA

Timings

- 3.00pm 1. Welcome and apologies - **for information**
- 3.05pm 2. Confirmation of Minutes of the Meeting held on 29th April 2014 - **attached for approval**
- 3.10pm 3. Matters Arising from the Minutes (not otherwise on the agenda)
- 3.15pm 4. Committee Membership
- 4.1 Resignation of Guy Platten – Caithness
 - 4.2 GP Sub and LMC Members – **attached for information**
 - 4.3 GP Sub and LMC Associated Committees – **attached for information**
 - 4.4 Out of Hours Planning Group and Out of Hours Workshops
- 3.25pm 5. Update from other groups - **for information**
- 5.1 GP Reps/GP Sub – **anything to report from the Chairman**
 - 5.2 Chairman's Group Meeting 27th May 2014 - **anything to report from the Chairman**
 - 5.3 Any other groups
- 3.35pm 6. Heads UP/Issues
- 6.1 ABI Data – Review of Process
 - 6.2 SPSP /Medicines Reconciliation – Update from Technical Group
 - 6.3 Levies and Communication with Practices (2C Practices) and Sessionals
 - 6.4 Consultation - Revised Admission, Transfer and Discharge Policy
 - 6.5 Chair of AMC
 - 6.6 QoF Pathways / Living Life and Depression Guidelines
 - 6.7 Immunisation and Possible SLA
 - 6.8 Press Meeting – 2nd September 2014
 - 6.9 Pre Op Patients Being Re-Routed to Other Hospitals
 - 6.10 Medicines Management Projects
- 4.15pm 7. Out of Hours Working Group
- 4.20pm 8. Secondary Care Workload Being Passed to Primary Care
- 4.25pm 9. LMC Policy and Administrative Matters
- 9.1 Honorarium Policy – Travel time for Attending LMC Meetings – **amended policy attached for information**
 - 9.2 SGPC Reps 2014 – 2015 – **for information**
- 4.35pm 10. LMC UK Conference – Report on UK Conference York – Dave Gillman
- 4.45pm 11. Management Unit Issues
- 11.1 Argyll and Bute Issues
 - 11.1.1 Pre Chemotherapy Bloods Argyll and Bute – Peter Von Kaerne
 - 11.2 North and West Issues
 - 11.2.1 Scottish Ambulance Service – Significant Event Analysis – Update Sue
 - 11.2.2 Requests for GP summaries from Social work – Dave Gillman
 - 11.3 South and Mid Issues – None notified
 - 11.4 Sessional / Locum issues – None notified

11.5 GPs in Training issues – None notified

12. AOCB

12.1 Meal with Andrew Buist following August LMC meeting – ***for information***

12.2 Accountants

13. Date of Next LMC Meeting – 19th August 2014

14. Dates for LMC Meetings 2014

- 21st October 2014
- 9th December 2014

15. Dates for Chairs Group Meetings 2014

- 5th August 2014
- 30th September 2014
- 11th November 2014

16. Proposed Dates for LMC Meetings 2014

- 24th February 2015
- 1st April 2015
- 6th June 2015
- 5th August 2015
- 20th October 2015
- 15 December 2015

HIGHLAND LOCAL MEDICAL COMMITTEE

**Tuesday 17th June 2014
Board Room, Assynt House, Inverness at 3.00pm**

Present: Anne Berrie, Chris Williams, Claire Robertson, Dave Gillman, Ishbel Hartley (VC), Iain Kennedy, Jonathan Ball (Chair), Lorien Cameron Ross, Miles Mack, Neil Wright (VC), Peter Von Kaehne (VC), Sabeel Saleem, Susan Hussey Wilson, Lindsay Dunn (notes)

1. Welcome and Apologies

Jonathan welcomed Lorien to her first meeting.

Apologies were received from Alan Miles, Douglas McKeith, Martin Beastall and Catherine Higgott

2. Confirmation of Minutes of the Meeting held on 29th April 2014

The minutes are accurate.

Proposer: Iain
Seconder: Claire

3. Matters Arising from the Minutes (not otherwise on the agenda)

No matters were discussed.

4. Committee Membership

4.1 Resignation of Guy Platten – Caithness

Guy had tendered his resignation. Fiona Duff has suggested a possible successor and Lindsay will approach. We can say there is VC at Caithness and ask how far they would need to travel.

Action: Lindsay to pick this up

4.2 GP Sub and LMC Members – attached for information

We are looking to replace Steve McCabe as the rep for Skye and Lochalsh and Guy Platten as the rep for Caithness.

Action: Lindsay to pick this up.

4.3 GP Sub and LMC Associated Committees – attached for information

Care Home Committee – funding has been approved by Ken.
Out of Hours Workshop – funding has been agreed by Gill MacVicar.

Update: Lindsay to update the list

4.4 Out of Hours Planning Group and Out of Hours Workshops

This was discussed at GP Sub.

5. Update from other groups - for information

5.1 GP Reps/GP Sub – anything to report from the Chairman

5.2 Chairman's Group Meeting 27th May 2014 - anything to report from the Chairman

Items discussed at Chair's Group that were not discussed today

- **OOH press article** – Miles responded to this on behalf of RCGP.
- **GP Counselling Service** – We have been approached by a third counsellor whose qualifications and references are fine. It has brought to light that there is no job description or contract. We may want to check they have appropriate insurance and proper routes of escalation and supervision available. We have two systems: GPs for GPs and also the LMC funded Counsellors. It was suggested that we do a brief description of what is involved and what we expect. If we are paying for a service we need to know what it is. GPs in Argyll and Bute do not have any counsellors but we could ask our counsellors if they would do telephone counselling.

Action: Sue to speak to Donald McVicar to see what happens in the GPs for GPs Scheme.

Action: Sue to ask the counsellors if they are willing to do telephone counselling.

5.3 Any other groups

SGPC

- **Contract negotiations** – There is a website available to all GPs so they can comment on the negotiations. SGPC hope to conclude these before September.

Action: Sue to give Lindsay the link

Action: Lindsay to send this out to all Practices.

- **SPIRE** – The care.data project has folded in England. SPIRE has a more limited remit.
- **Health and Social Care Integration** – SGPC indicated that care of the elderly and care homes will be negotiated nationally. LMCs were advised not to negotiate individually. We have to engage in the meantime as integration is more advanced in Highland, but should say that national negotiations are ongoing.
- **7 day Services Taskforce** – General Practice is involved in this but it does not involve routine services
- **Pharmaceutical regulations**

6. Heads UP/Issues

6.1 ABI Data – Review of Process

We are still waiting on feedback from Elisabeth Smart. We will chase up sight of the letter.

Action: Lindsay to ask for sight of ABI letter

6.2 SPSP /Medicines Reconciliation

Peter von Kaehne suggested that GPs should be able to use Docman rather than read codes. This was discussed and it was felt that it would be an issue as Docman is not searchable and would not transfer with the patient if they leave the practice.

Fiona Duff is preparing additional guidance which may address what is deemed reasonable or appropriate.

6.3 Levies and Communication with Practices (2C Practices) and Sessionals

There is no update.

6.4 Consultation - Revised Admission, Transfer and Discharge Policy

This was discussed at GP Sub.

6.5 Chair of AMC

This was discussed at GP Sub

6.6 QoF Pathways / Living Life and Depression Guidelines

There is no update at the moment.

6.7 Immunisation and Possible SLA

There was a debate at GP Reps on how to progress this.

GP sub/LMC has declined to be involved in the childhood flu catch-up programme, with the view that it is better all run by Public Health. We have been asked to provide lists of at risk children to Public Health. This is apparently quite straightforward. It was thought to be important that advice to parents contained the information that any missed or second vaccinations should be organised by Public Health, but there was a phone number for patients to contact, and they were advised to phone this and not to contact their GP.

Action: Sue to contact Abhayadevi saying we will support Practices and give them the lists of at risk children in return for Public Health providing a clear number for parents to contact if they have any queries.

6.8 Press Meeting – 2nd September 2014

We agreed to progress this meeting at the Chairs. The Chairs Group are attending with Chris, Dave and Alan.

Action: If anyone else wants to attend please let Lindsay know.

6.9 Pre Op Patients Being Re-Routed to Other Hospitals

This follows on from a query Iain raised. Practices are being asked to carry out pre-op assessments for patients being treated at hospitals out of area. We want these to be picked up in Raigmore.

Action: Sue/Jonathan to write to Deb Jones.

This is also a big problem in Argyll and Bute. It has been previously agreed that community nurses should do MRSA swabs.

Action: Sue to send Peter the document.

6.10 QOF Medicines Management Projects

A number of Practices contacted LMC about the 'compulsory' projects. These should be agreed between the Practices and the Prescribing Advisor. Peter has already managed to get it agreed in Argyll and Bute that there is no mandatory project and that figures are done on a pro-rata basis. LMC will send out information to Practices. It was agreed to withdraw the 'compulsory' wording, and allow pro rata patient numbers at GP reps.

7. Out of Hours Working Group

There were recent articles in the Press and Journal and Scotsman where a number of issues were raised including the statement that GPs do not do OOH care. We need to think about how we want to respond as an LMC. It is a national issue.

Miles felt we should carry on as we are and refer to the statistics that we do not have enough doctors.

At the end of the GP reps meeting Ken suggested an AOCB wondering whether GPs would want to pick up OOH in Highland for £6 million. This is £4 million less than it is currently costing. He feels that keeping OOH under GP control in 2004 may have been a better solution than opting out. In Fort William, NHS employs an agency with a limited number of doctors, occasionally they need to get local GP cover though it seems to all work well. All nightshifts are covered by this single agency, the doctors have almost become integrated into the local area. The broader political point is that GPs cannot work all day AND at night.

SHW felt that the big issue is responsibility. There were 2 good GP co-ops which would have taken on NHS OOH in Inverness and East Ross. The Health Board had an opportunity to use these local GP co-ops but outsourced to A and E and Reed Medical respectively. This caused GP disengagement.

8. Secondary Care Workload Being Passed to Primary Care

There is no update.

9. LMC Policy and Administrative Matters

9.1 Honorarium Policy – Travel time for Attending LMC Meetings – *amended policy attached for information*

If travel time is more than an hour then Committee Members can submit a case to the Chair's Group for an additional professional rate of £45 per hour when travelling during the working day. Ishbel is happy with this.

9.2 SGPC Reps 2014 – 2015 – *for information*

Iain and Sue will continue to be our reps at SGPC.

Action: Lindsay to let the BMA know.

10. LMC UK Conference – Report on UK Conference York – Dave Gillman

Dave and Jonathan attended on behalf of LMC and Iain and Chris on behalf of GPC and SGPC.

General Practice facing the future was the title of the conference and a degree of anxiety and stress was evident.

The following topics were discussed:

- Workload
- Stress
- Retention
- Recruitment
- Funding
- Resourcing
- QOF
- Changes in payments systems

11. Management Unit Issues

11.1 Argyll and Bute Issues

11.1.1 Pre Chemotherapy Bloods Argyll and Bute – Peter Von Kaehne

This is with Argyll and Bute management at the moment. We will await the outcomes of this discussion and can offer support at that point if necessary.

11.2 North and West Issues

11.2.1 Scottish Ambulance Service – Significant Event Analysis – Update Sue

Regarding the letter from Kirsty Vickerstaff about ambulance transporting a medically ill patient but being unable to drop off her sister with social care needs at an arranged care home. It was agreed that this was not the job of the ambulance service, and SW will write to the HB about this. Deb Jones has asked managers to look at transport in their area as part of the Local Unscheduled Care Action Plan so this is a timely issue

Action: Sue to write to Deb Jones and Jan Baird

11.2.2 Requests for GP summaries from Social work – Dave Gillman

Although GPs are data controllers the new PVG legislation obliges them to share relevant records with other agencies where there is a risk of harm or neglect.

Legislation is very confusing. GPs need to share relevant records with social work when requested, but the social worker MUST NOT look at the records personally, and must pass to a health care professional to assess (Dr or nurse). There was an incident raised where a social worker was looking at the record and 'googling' drugs. This is not legal or appropriate.

Action: Sue will circulate the legislation to the Committee

11.3 South and Mid Issues

None notified

11.4 Sessional / Locum issues

None notified

11.5 GPs in Training issues

None notified

12. AOCB

12.1 Meal with Andrew Buist following August LMC meeting – for information

We have invited Andrew Buist to a meal after the August meeting. The details have as yet to be confirmed. If anyone is interested in attending please let Lindsay know.

Action: Lindsay to circulate details nearer the time.

12.2 Accountants

We have not had the same level of service since our dedicated accountant retired. Cromarty has had a very competitive quote from Johnson Carmichael..

Action: Sue and Lindsay to sort this out.

12.3 Put Patients First

This has the full support of RCGP and GPC UK. This is about percentage funding so we should consider supporting these campaigns by adding our signatures to this.

Action: Miles to send link to Lindsay

Action: Lindsay to send this link out.

12.4 Allocations and removal of Patients to the List (from GP Sub)

Fiona raised this at GP Reps. There is a Gentleman's agreement that a Practice has to keep a Patient for 3 months. Ros feels that a patient needs to be kept for a minimum of three months and we should ask Practices to work to this Gentleman's agreement. The action is being picked up at GP Reps.

13. Date of Next LMC Meeting

The next meeting is on the 19th August 2014

14. Dates for LMC Meetings 2014

- 21st October 2014
- 9th December 2014

15. Dates for Chairs Group Meetings 2014

- 5th August 2014
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- 16th June 2015
- 25th August 2015
- 20th October 2015
- 15 December 2015

The meeting closed at 5.30pm