

	Guild Of Healthcare Pharmacists Section of AMICUS	Logo
--	--	------

MINUTES OF 460th Council Meeting

Held at Kensington Gardens Thistle Hotel

13.30 hours, Thursday 22nd September 2005

Tony West (President)

Andy	Allred
Jim	Bannerman
Tracey	Boyce
Sue	Carter
Richard	Cattell
Vilma	Gilis
Christine	Gilmour
Bob	McArtney
David	Miller
Catherine	Mooney
Simon	Mynes
Anthony	Oxley
Don	Page
Martin	Pratt
Graeme	Richardson
Colin	Rodden
David	Thornton

In attendance

Jean	Curtis	(Prof Sec)
Theresa	Rutter	(PCCPN)
Sue	Ambler	(RPSGB)

5714 Apologies & membership

Actions

Helen Davis

Diane Heath (PCCPN): Theresa Rutter attended in her place

Sarah Wilcox (APT-UK)

5715 Minutes of meeting 23rd June

These were taken with an amendment on attendance.

5716 Presentation by Sue Ambler

'The Workforce Model for Pharmacy'

The presentation included the use of the model for predicting workforce needs which has been developed in various scenarios.

Sue was thanked for her presentation.

5717 **Practice**

Andy (Chair) reported on the morning's meeting.

5717.1 Work plan and Policy Statements

A template worked up by Cathy had been agreed. Three Policy Statements had been placed on the forum, awaiting comments from members. It was agreed that Cathy and Richard should divide up Policy Statements according to ownership

CM+RC

It had also been agreed that the work plan needs to be simplified and updated before it goes to the membership.

Practice

5717.2 Patient Safety

Discussions had taken place with representatives from UKCPA with a view to learning from incidents. There were issues over Patient Confidentiality and Professional Liability. It was agreed that Jean would re-e-mail Council with the NPSA document requesting ideas for the 2006/7 work plan.

JC

It was noted that Tracey would be applying to join an expert panel for NPSA. There is some project work going on regarding the use of IV medicines, involving Tim Root. He had suggested that Cathy could "represent" the Guild rather than have another person nominated by the GHP – Bob suggested that one of his colleagues Paul Spark should formally represent GHP

5717.3 Controlled Drugs Consultations

There are two consultations out at present, the first being on Governance and the second on changed to the Misuse of Drugs Act. Jean to circulate the second drafts of each.

JC

5717.4 Nominations for day on Pharmacists with a Special Interest Framework

The names forwarded are Richard Cattell and Sue Carter

RC+SC

5717.5 Joint Document on Patient Discharge

This document is being sponsored by RPSGB, GHP and other organisations. It was agreed that the checklist needed to be piloted before the Guild could support the final document. The document was considered valuable but too lengthy to be readily usable. A working summary document was considered essential.

5717.6 Influenza Campaign 2005-6

The Department of Health has asked that GHP will support the campaign. It was noted that there are already serious supply issues. Concern was expressed about the level of uptake of vaccine amongst health professionals.

5717.7 Work Rate

Concern was expressed about the amount of time allowed for Practice Meetings.

5718 **Professional Secretary**

The report had been circulated, and most of the matters were covered in the Practice Item.

5719 **Education & Development**

Richard (Chair) presented on the morning's meeting

5719.1 MSD/NPA/GHP Joint Award

A discussion had taken place as to whether to approach the Pharmaceutical Journal as a partner for this award. After discussion, it was agreed to follow this up, if the PJ was willing to assist with the publicity. The presentation of the 2004/5 award work and the announcement of the 2005/6 winners would take place on 10th or 11th November at the NHS Alliance Conference.

Award

5719.2 Novartis Award

This had been discussed. It should be launched very soon. Mailing labels from Amicus would have to be raised. In passing discussion, it was noted that GHP had achieved 4,000 members. It was agreed to try and identify the 4000th member. It was suggested that an award of free attendance at the conference be offered. It was also suggested that the publicity would be worth putting into Amicus Health world.

MP

5719.3 Conference 2006

Richard announced that subject to confirmation, the conference would be held on 12th to 14th May 2006, at the Radisson Hotel, Heathrow. The aim was to hold the conference attendance fee from 2005. The conference would be a joint event with UKCPA.

Programme

The format of the Thursday night would alter. This would be discussed in November.

On the Friday, there would be a GHP slot, with possibly a political speaker, as well as a speaker invited by UKCPA.

The Saturday sessions would have a clinical bias, with workshops also running. UKMI, BOPA and GHP SIGs would provide workshops.

Sunday would contain a number of short sessions looking at risk issues.

Profile had suggested more than one event on the Friday evening, but this was felt to be 'not on'.

It was noted that a site visit had to take place.

5719.4 Conference 2007

It was agreed that thought had to be given to the 2007 conference. That would be for the November meeting. It was agreed that Richard and Tony would meet with representatives of UKCPA.

**RC+
TW**

5720 Items from Partner Organisations

HPG

At the next meeting there would be a discussion of the HPG role and the implications of the devolved RPS organisations. Andy was proposing to make a presentation at the next HPG about the Guild restructuring. It was pointed out that the membership needed to be consulted first. However, the idea of Practice and Education and Development committees having representation from other organisations could be explored. It was noted that David Miller is now the northern rep on HPG.

PCCPN

Theresa explained the concerns of the group about the primary care reorganisation in England, the risks to patient services and the implications for community services pharmacists.

5721 **SIGS & Editorial Board**

CIG

Nothing to report

PDIG

The next symposium will be held on 3.11.05. The draft programme will be sent out soon. There is a healthy bank balance. The committee are considering funding pharmacists and pharmacy technicians to attend the Purchasing and Supply course for medicines. Bob suggested that there would need to be an objective way of selecting candidates. Tony suggested that funds might better be spent on developing a distance-learning course.

ITIG

A committee away day will be held in October to plan the seminar for 2006 and the input to the Guild ANC. It was noted that no one now attends the British Computer Society Meetings.

Although the last seminar in April only attracted 50- 60 delegates the bank balance is still in credit. Tony stated that he was due to attend a meeting on IT needs with other pharmacy organisations on the Monday evening of BPC.

LMDIG

From the leadership strategy day a mentoring pack was being developed. It is planned to launch this at the ANC. Some sponsorship has been obtained from AstraZeneca. Richard is trying to obtain sponsorship from other companies as well. The knowledge and skills needed by a new Chief Pharmacist are to be collated: the work will be commissioned.

Editorial Board

Vilma requested items for the newsletter before members left the room. Tony requested that members should decide the layout/format of an electronic newsletter for members.

5722 **Any Other Competent Business**

Richard raised how profits from the ANC should be handled.

5720 **Date of Next Meeting**

Thursday 24th November at Moreland Street at 9.30a.m.

Please note the time.