CALDERDALE LOCAL MEDICAL COMMITTEE

Minutes of the Meeting of the Calderdale Local Medical Committee

held on Wednesday 9/1/19

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| Present  LMC Members  Dr S Nagpaul (Chair)  Dr R Loh  Dr D Kumar  Dr M Azeb  Dr B Wyatt  Dr SJ Chambers  Dr G Chandrasekaran  Sessional GP  Dr R Hussain | | Spring Hall  Queens Road  Plane Trees  Southowram  Sessional  Church Lane  Plane Trees  Sessional | (SN)  (RL)  (DK)  (MA)  (BW)  (SC)  (GC)  (RH) | Practice Managers  Tracy Worrall  Bev McLean  Liaison Officer  Marcus Beacham  Observers/Guests  Helen Barker  Caron Walker  Dr Jonathon Ring | Spring Hall  Boulevard  LMC  CHFT  Public Health CMBC  Stamford Road | | (TW)  (BM)  (MB)  (HB)  (CW) |
|  |  | | | | | **ACTION** | |
| 1/19 | **WELCOME and APOLOGIES**  Apologies were received from NT, TL | | | | |  | |
| 2/19  3/19  4/19 | **MINUTES OF THE LAST MEETING**  Corrections made and signed off as correct  **Action Log Update**  As per Action Log  **Matters Arising**  388/18 Safeguarding Code - On-going issues about incorrect violence code entries in the SYS1 record are still to be clarified.   SN to meet with Liz from CHFT  406/18 DN’s and Flu Vaccines 2019/20 – To be an agenda item at March Committee meeting  441/18 Locala/S1 Data Sharing – BMA Guidance that is clear to be forwarded by SC to try and help resolve situation. Any ICO guidance to support to be searched and circulated. | | | | | Ongoing SN  Completed  Ongoing SC | |
|  | **AGENDA** | | | | |  | |
| 5/19  6/19  7/19  8/19  9/19  10/19 | **CHFT /CCG**  HB presented an update that included:   * Winter Planning * Frailty Investment of 1m * Dermatology Service * Radiology Capacity – Currently working with Leeds on resources for specialist areas * Phlebotomy – some services now available at George Street * Reviewing Ambulatory Paediatric pathway. * Starting to Pilot Voice Recognition for correspondence in some depts.   Confirmation received on new capital funding for redevelopment programme for CHFT, 4-6 year plan in place.  **Public Health**  MA raised a concern regarding Sexual Health Services still asking for referral letters for implants / coils when patients access through the self-referral pathway.   The clinic had explained their reasons but clarity is needed as to whether they could access patient records in SYS1/EMIS themselves like other areas of the Trust.  **Practice Managers**  GDPR processes in practices discussed. Recognised significant work to complete the toolkit as required by 31/3/19. Opportunities to be looked at through Practice Managers Group for sharing of progress and support.  Peer to Peer assessment programme – 12 Practice Managers/staff involved and to be completed by March  Half-day development workshops from April to also include deputies and other staff who would benefit from these events. Suggestions for attendees to come from Practices.  **Sessional GP**  RH to meet with MB regarding the LMC web-site. Administrator function to transfer to MB, review of the site to be completed to include a new tab for vacancies to enable advertising of any vacancies across Practices.  Research engagement request received from Bradford to be channelled through PGPA.  **LMC Development**  Flyer for forthcoming ‘Walk Through Core Contracts’ to be circulated to all Practices. The event takes place on Tuesday 5th March at the Learning Centre RCH commencing with lunch at 12.30pm.  Flyer shared from the WY and Harrogate Next Generation GP circulated for all who may be interested.  LMC Elections  Information to follow regarding the forthcoming elections. A need to look at increasing committee membership was discussed and SN to consider approaches to potential members. | | | | | CW  Practice Managers  MB  MB  SN | |
| 12/19 | **Correspondence**  Plane Trees Practice had contacted CCG to ask for additional CCG funding to serve their Atypical population. They have a high number of Syrian refugees who would fall into the category. There is a requirement of CCG’s to provide this support. Debbie Robinson from CCG was looking into this. | | | | | RL | |
| 13/9 | **AOB**  Meeting agreed to the proposal that MB to be included as a quorate member at the CCG/LMC Executive meetings | | | | |  | |
| 14/19 | **DATE OF NEXT MEETING**  Date of Next Meeting Wednesday 13th February 2019 Learning & Development Centre, Calderdale Royal  Hospital, 7.45 pm Lecture Room | | | | |  | |

**Calderdale Local Medical Committee Meeting on Wednesday 9th January 2019**

**Action Sheet**

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| Item | Agenda  Item | Action Required | Lead | Status | Comments/Completion Date |
| 388/18 | Safeguarding code | SN to meet with Liz | CHFT/ SN | Ongoing |  |
| 441/18 | Locala /S1 data sharing agreement | BMA Guidance to be checked and circulated  Any ICO Guidance to be checked and circulated | SN/SC  MB | Ongoing |  |
| 467/18 | Letters arriving at random times | DK to enquire if there is a process for the timing of this | DK | Ongoing |  |
| 469/18 | MSK referral | NT to look into any changes to the pathway or referral form | NT | Ongoing |  |
| 6/19 | Public Health – Sexual Health Services | Confirmation of process for those who self refer into service. | CW | New |  |
| 7/19 | Practice Managers | Opportunities to be looked at through Practice Managers Group for sharing of progress and support with GDPR | Practice Managers | New |  |
| 8/19 | Sessional GP | Administrator function for web-site to be transferred and vacancy tab added | MB | New |  |
| 9/19 | LMC Development | Walk through Core Contracts flyer to be circulated to all practices | MB | New |  |
| 11/19 | LMC Elections | Potential new members for the committee to be considered and approached | SN | New |  |