

**MINUTES of the LOC COMMITTEE MEETING**

held on 7th July 2016

in the Churchill Room, Pontlands Park Hotel, Great Baddow, Chelmsford

at 6.30pm

**Attendees**

Stuart Humfrey (SH) Chair Emma Spofforth (ES) Secretary Chris Rushen (CR) Vice Chair

Kennedy Rath (KR) Treasurer Maggie Glover (MG)

Sheila Purser (SP) Kate Clarke (KC) Kevin Lewis (KL)

Tracey Kinns (TK) Mark Carhart (MC) Shamiala Chaudhri (SC)

David Dixon (D2) Sara Porter (SP)

Elizabeth Law (arrived 6.45) Steven Hui (StH)

Mike Bromidge (MB) (left 20.30)

**In attendance**

Katie Kingcott (KK) Minutes

**16/24 Welcome and apologies**

Apologies received from Nick Hagen

Reshma Patel and Elizabeth Law will be late.

Two new members Steven Hui and Shamialia Chaudri. Welcomed and ‘buddy’d’ up. StH with KR and SC with CR.

StH: Optom at Specsavers Laughton for 14 years. KC and MC supervisors for StH 15 years ago. Keen on West Essex area but can travel to Braintree.

SC: Optom p/t at Moorfields Hospital and independent in Waltham abbey. Keen on pushing correlations with hospitals in West Essex. Also worked at Princess Alexander.

Intro’s from all committee members.

**16/25 Conflict of interest statement**

Everyone to make sure they have completed Conflict of Interest forms and hand to KK. As long as details haven’t changed no need to re-do.

**16/26 Minutes of last meeting**

No amendments. SH signed.

**16/27 Matter’s arising from minutes of last meeting**

**Action Log.** ES emailed to everyone. To be updated by KK after each meeting and forwarded to committee members. Each job completed will be removed. **Abbreviations sheet** will be appendix to each minutes. Any abbreviations email KK to add on.

**Hierarchy/flow chart** to be completed by KK and emailed to everyone once completed. KK to add to induction pack.

SH contacted PP-T and he can’t get into his twitter account. D2 checked and account hasn’t changed.

MC contacted KL re **Peer Reviewed research project**. Haven’t got anywhere. KL can have a chat with Mark about **shared care glaucoma.** Check CCG are happy with this? SH to ask Jane (CCG) if they are happy for us to contact Mark to see if it’s something they would like to get involved with.

Consider **dates for 2017**. Discuss at next committee meeting 2nd November. Will need 4 meetings next year.

ES/SH to send email to Katrina from LOCSU regarding **concerns commissioning problems in Essex.**

**16/28 Chair’s Report**

No different from last meeting. No questions.

**16/29 Secretary’s Report**

**Thanked Katie.** Thrown in at deep end.

**Thanked Tracey** for help at CET and AGM.

**Thanked committee members** that were up for re-election for supplying CV’s.

**AGM** issues with certain components How can this be improved? SH happy to work with KK to prepare next years AGM. Need to have agenda ready to go. Too much in one evening. Events out of our control.

ES: annoyed at some committee members. At last committee meeting Treasurer proposed levy change, was agreed unanimously. At AGM some members voted differently.

KR: should have done the voting better. SH: list needed for those that are eligible to vote at the AGM.

SP: **positive things from AGM taken** – round robin sent around. Safety eyewear talk really hard to get CET points for optoms. CR: Need to get presentations from speakers before event.

SH and KK to **propose next year’s AGM at the next committee** meeting in November.

StH: received an email from **GOC regarding AGM Kevin talk**. ES: reply as truthful as you can.

ES: Officers have made offer for KK to have a contract. KK to sign contract later this evening.

ES: Asked PEE to sort out **formal programme for peer reviews, these are required for Mid, South and North Essex**. KC will be in charge of this.

**16/30 Treasurer’s Report (sent out in advance by email)**

Figures apply from 1st April to 28th June. Summary of bank account. **Levy to go up to 1.5%.** Will be on next months payment. **LOCSU fee going up. PEE payment has gone up**. £4700 outstanding to central fund. Lack of response from treasurer of central fund so it’s still outstanding.

**16/31 PEE Report**

MC: not much change from AGM. **Mid Essex GRR implements** 1st feb. 12 accredited practices. 2 of which out of area. CCG want to open it up to more practices. Another practice might be coming on board.

D2: managers put off by all the paperwork. More guidance would be good to help them through it.

MC: **LOCSU have developed new contract for enhanced service** **providers**. Only need to sign once then can be accredited for more schemes.

Mid Essex – numbers of patient episodes higher than expected. 9 active practices over 4 month period 140 episodes. ES: triage service is present in mid essex.

South Essex – started in Nov. 19 accredited practices.

NE Essex – MG been busy. MECS, GRR and paediatric service. Currently 9 practices providing MECS 2 more just coming onboard, 7 for practices for paediatric.. GRR has 12 practices providing services.

**16/32 Election of Officers**

SH: discussions for **honoraria of 3 officers**.

£50 per hour for LOC business. 3 of 4 officers have set amount of work. Figures £14400 for Secretary, £6000 for Chairman and £4000 for Treasurer. KR: asked for members to **consider increase in this**.

SH does about an hour a day. ES at least two hours a day and 6/7 hours on Tuesdays extra LOC work. ES just charges for meeting time, not writing reports this is covered by honoraria. KR spends about half hour a day on emails. Average 4 hours a week. 3 officers to leave the room. Consider each officer on their own. CR to decide.

CR proposed: £10000 for Chairman, £15000 for Secretary and £6000 for Treasurer.

MC: 15,000 doesn’t seem enough for Secretary. EL: proposed £18000 for Secretary.

Votes: Chairman £10000 all but two agreed (MG and MC not agreed MC suggested more MG agreed with more. Secretary £18000 all but one agreed (MC not agreed suggested more). Treasurer £6000 all agreed.

Officers returned

**Election of** officers – by default all four officers are re-elected as no one expressed interest in becoming an officer. Vote to re-elect officers proposed by ES, seconded by MB. Carried unanimously

**16/33 CCG Area Updates**

**This does not include updates on commissioned services**

**NE** –

**Smoking cessation** - cards have been given out to practices to give to patients who smoke. This allows Optoms to tick to say they have referred patients for smoking counselling. Provide who are the new contractors for smoking cessation say rest of Essex can have this service. They cover all Essex excluding Southend.

**Cataract service restriction policy** – New contact at the CCG is Anthony West who wants to meet up to discuss current protocols. Need evidence as to why they are not fit for purpose. ES arranging meeting with them. The CCG also want optoms to become part of process for appealing for rejection to have cataract done. This is unacceptable.

Medical history – consultants at **CHUFT want full medical** **history** for all referrals. Leads to problems for Evolutio and optoms referring. **CHUFT have agreed in principal** that only relevant medical history needs to be included.

Six weeks ago **LOC and PEE** representatives met and spoke to admin team at Colchester including Richard Allen and one of the consultants as they say they hadn’t been spoken to about the new services. Misunderstandings sorted out. **Trying to improve communications** and get feedback. MG to email the trust new service protocols.

Can now make official **CHUFT have been put under notice to combine the hospitals with Ipswich**. Still discussing hierarchy. **PEE have contract with ACE for a year**. ES to speak to CR regarding services commissioned in Suffolk.

**South** –

Community glaucoma service . 22 patients half have been released into the community with about half seen. IT has been a nightmare hence why only 22 in the system. New expected date for IT to be rolled out is 1st August.

Hosp don’t have appetite for MECs patients in the community. Hospitals discussing amongst themselves how to deal with poor referrals from primary care.

EL; **Meeting next Wednesday to do with MECS**. Concern if there is a community scheme that you have to pick and choose very carefully. Element of reluctance. Some discussion within trust whether to continue to accept referrals as present but deal with differently. **Ultimately it will come to the community.**

ES: B&B still not part of commissioning services.

Paediatrics is the next thing to look at. Work has started on this already behind the scenes.

Still reviewing LVA pathway.

New cataract SRP signed off by network. Going to four boards for approval. 6/12 still to be referral limit. Takes into account disability glare.

**West** –

Health and wellbeing meeting next week StH going on ES behalf. StH might take over this.

Couple of emails with Princess Alexander – want to go paperless for referrals. ES has emailed them not had much correspondence back. ES to chase them up re post op cataracts and referrals. ES will copy StH and SC.

**Mid essex** –

Meeting in May. Discussed **enhancing GRR service**. Consultants happy to do this. CCG wary. Discussed back log of Glaucoma patients at Broomfield. According to CCG there is no backlog. Trust admitted there are thousands waiting in the backlog. EL: anything over 6 weeks referral goes onto waiting list. Patients given appointment in say 6 months time very often DNA.

Asked about new medica working in Southend. Shared care pathway – CCG happy to look at this Petros doesn’t like Southend model would like more contact with ophthalmologists..

**16/34 LEHN Update**

MG: no meetings since AGM. **Next meeting 13th July**. MG not going to be LOC representative anymore. SH and NH will be going and will report back.

Jo Murphy (administrator) is moving on from LEHN to pastures new.

**16/35 NOC**

ES: **National Optometric Conference 10th November.** Normally send four people. Need people to go up for two days, expenses paid, attend meetings, write reports. Ideally **should have at least PEE director and LOC officer.**

SH: happy to go. Meetings have always brought back very useful stuff.

MC, *StH* and MG expressed interest in going. Those that are interested email ES and officers will decide who goes. ES will email everyone.

**16/36 WOPEC**

OSCE – need practitioners to **go through OSCES for MECS.** Currently only applies to North Essex optometrists. **LOCSU encouraging everyone to do MECS.** MECS part one online module paid for by LOC. Second stage meant to be funded by another means. Some LOC’s have said some will pay for their optoms to do OSCE, some have said practitioners will have to pay themselves. **Specsavers are paying employees to do theirs**. ES: As an LOC do we want to fund our non Specsavers practitioners across the whole of Essex to become fully MECS ready? Chris presented some figures.

SH: Essex LOC is the biggest LOC so we have a lot more to consider. Quotes for 20 attendees doing a session. If we pay full amount £112 per person to go through. If we provide our own assessors works out at £51. Still have to provide assessors but will have to pay them. College fee £135.

KR: against LOC paying as contractors are the ones going to be paid the fees. LOC shouldn’t be taking on the responsibility to train.

Input from most committee members

SH: On the assumption we will be enabling by providing a discounted rate do we want to fund optometrists to do this? Full or part funding by LOC: 2 votes. No funding by LOC:11 votes .Abstaining: 2

**16/37AOB**

MG: **DBS system is being funded by LOC**. Make sure everyone is aware. What happens if anyone has already done DBS before LOC started funding? Will they get that paid? SH: Offer is only short term until the end of the year. If anyone gets in touch with MG regarding this forward onto ES or SH.

CR: we need to get as many Optoms from all **modes of practice to be ready for MECS** so they do not miss out if there is a change. Others out there ready to take the opportunity. Funding, being only one way to encourage Optoms to get MECS and improve their skill set.

**16/38 Date of next meeting**

November 2nd

Meeting closed 21.20