

MINUTES of the LOC COMMITTEE MEETING

Held on 2nd October 2019

At Springfield Hospital, Lawn Lane, Chelmsford, Essex, CM1 7GU

**Attendees**

Emma Spofforth (ES) Secretary Maggie Glover (MG) Sara Porter (SP) Kevin Lewis (KL) Reshma Patel (RP) Chris Rushen (CR)

Sheila Purser (SAP) Mike Daly (MD) David Dixon (D2)

Tracey Kinns (TK) Kennedy Rath (KR) Binal Patel (BP)

Bhups Battu (BB) Steven Hui (StH) Nick Hagan (NH)

Michelle Barrick (MB)

**19/63 Welcome and apologies**

Welcome from SAP.

Apologies from Mark Carhart and Katie Kingcott

**19/64 Health and safety**

Fire alarm not expected to be tested tonight; meeting point in event of fire is in the car park in front of the Cancer Unit.

Reminder to sign car in.

**19/65 Conflict of interest statement**

Nothing to amend.

**19/66 Minutes of last meeting**

No amendments. Paper copy not available, so not signed by SAP – KK to print off and get signed at next committee meeting.

**19/67 Matters arising (action log)**

Action 5 – Ongoing

Action 19 - Ongoing

Action 50 - Ongoing

Action 60 – Now have a Hydroxychloroquine Screening Pathway in preparation/for consideration. Not covered under GOS. Requires OCT, photos, central threshold fields (VA's recommended but not in LOCSU spec). Members were asked for suggested fees- answers varied- CR said £100, RP £85, BB said NE London £40-£65? Things to consider were: need for dilation and/or repeat fields which add to time; admin; uploading results. SAP asked if good Optical Advisor/other staff could do parts? - practice responsible for quality of results. ES said it is the most onerous shared care scheme yet, due to complexity and time required. Ongoing

Action 75 - Ongoing

Action 96 –Event successfully held. ES- been thanked Simon Ruben. Closed

Action 97 – Ongoing

Action 109 – Ongoing

Action 115 – Remove

Action 123 – Close

Action 125 –Close

Action 138 – Remove

Action 142 – KR has applied to become director of Central Fund. If appointed, he will be at NOC. The CF meets 4x/year, and is split into regions, which may include 7/8 LOCs according to numbers.

KR advised StH's (Healthy Living) project had been discussed but rejected for funding as overlap of previous work by other LOC. KR has tips if we submit future projects.

Action 144 – Remove

Action 146 – Px satisfaction survey to be changed by Southend HES. MG asked ACE if NEE need to continue or not. ACE will check with CCG but as this is a requirement for lots of other services they think it likely that we will need to continue. Are patients always given - it was suggested, not often. Close.

Action 147 - Remove

Action 148 – Remove

Action 149 – Remove

Action 150 – Keep open, for ES to chase again. Ongoing

Actions 151, 152, 153, 154, 155, 156, 157 - Remove

Actions 158 - Leave until LVA newsletter goes out. Thanks to BP and SP.

Action 159 – ES has dealt with; keep active

Action 160 – Keep Open

Action 161, 162, 163 - Close

Action 164 - Ongoing

Action 165, 166 – Close

Action 167 - On Agenda

Action 168 – Decisions made, attendees booked. StH, DD, MB, RP to take allocated places. Also SAP, MG, as CGPLs, BP as LOCSU Optical Lead, ES as LOCSU Board member will be there. We will be well represented as an LOC. Close

**19/68 LOC Chairman’s report (sent out in advance)**

CR asked How big can STPs get? The format of STPs were explained by ES and a short discussion followed.

**19/69 LOC Secretary's report (sent out in advance)**

Binal new LOCSU Optical Lead, ES is LOC Clinical Lead. Rupesh worked to a different role in past. ES and BP to work together for Essex - traditionally need less support from Commissioning/Optical Lead than other LOCs.

CR requested SRP (Service Restriction Policy) to be added to abbreviations list.

Spa Medica cataract referrals triaged by non-clinical staff, therefore need V/As >6/12, lifestyle reasons for referral and whether px wants op otherwise they will reject the referral. “Anisometropia” needs to be specified, as this would not be picked up by those triaging and is required to stop px being rejected.

**19/70 LOC Treasurer's report (sent out in advance)**

The Sept report shows a small decrease in balance.

No questions asked.

**19/71 PESL report (sent out in advance)**

ES asked if everyone happy with level of information on the report, sent out by MG - all agreed. Previously, MC used to do PEE report. SAP and MG to report to LOC Officers in the first instance. SAP said large numbers seen, so deserve a pat on the back.

**19/72 Communications report (sent in advance)**

StH has spoken to David in Suffolk to try to identify Pre-Reg Optoms. Possible to contact through HES? Not contacted multiples. College won't forward Pre-Reg details, so could they ask them to contact their LOC? Locums register with AOP. GDPR being used as excuse. Multiples likely to be amenable. At future CET events, ask if anyone has Pre-Reg, and get them to register the pre reg with the LOC.

Discussion re best time and communication methods to contact Pre-Reg's. LOC to consider revision event in future.

Do committee members who use 365 Calendar want StH to continue to update?

**19/73 CCG area reports (sent in advance)**

As per reports, nothing to add except:

Mid and South working on Hydroxychloroquine Pathway, as in Action 60.

Two good contacts have been lost as people have left - 1 in North, 1 in West, which means less support: as people leave there seems to be no handover document/process, so knowledge, continuity and impetus lost.

MG feels Grant from West Essex CCG is sensible, quick and an improvement.

**19/74 LEHN update**

4th July last full meeting, with 2 sub-committee meetings since. Hard to get information from

Lynn Price, as agendas aren't available in advance and things kept getting changed. Not willing to work with other health services and disciplines. Need to get business plan to NHS England by mid-October, but nothing been seen yet.

Re Jaywick’s distance decay pilot one of the most deprived areas in England: Already been handing out questionnaire at the Community Centre, to determine likely uptake of service. Not truly representative, as people already using centre may not be those most in need. SP and RP to try to ascertain how the need is determined, where funding coming from, ethics of questionnaire etc.

MG asked if anyone can question LP's renewal of position? If position is tenable, can others apply for it? KR informed that originally the position was for 6-month term. How is this continuing unchallenged, considering the history? KL said other LEHNs are more populated and get things done. RP asked if there was anything else to take to the subgroup “Distance decay in GOS Examinations”. Haven't been getting minutes (taken by LP, and not always a true record) before meetings, and agendas changed at late notice.

**19/75 LOC Analysis Spreadsheet**

BP has looked at this in her role of Optical Lead. All Committee members asked to complete. KL not received. Need baseline data for LOCSU to see if they can offer assistance. Each category was discussed, and a consensus of scoring was recorded. In some cases, clarity was needed and given. As an ongoing measure of LOC activity/performance this needs to be revisited regularly. TK to take ownership of reviewing progress, aims, resources and timescales. Review at January meeting. BP thanked all for participation.

**19/76 Dates for next year**

Committee meeting - Weds 15/1/20. CET (workshop event at Springfield? - TBC) Weds 26/2/20. Committee meeting - Weds 01/04/20.

**19/77 AOB**

Not previously members of the Central Optical Fund, but now registered by KR paying £1.00, for liability limitation.

KR nominated by SAP, seconded by ES to be director of Central Optical Fund. No charge to LOC, but another finger in another pie. KR will be paid for attendance, by COF. Voted unanimously.

SP asked what NHS England have done in preparation for Brexit? AOP and ABDO have sent some advice, especially to contractors. Next newsletter will have this in it anyway.

BB - Previously only had to register business with the GOC if there was the word Optician or Optometrist (ie a Protected Title) in business name. That will change. Specsavers registered a few years ago.

**19/78 Date of next meeting**

Wednesday 15th Jan 2020, at Springfield

Meeting finished 10.15pm