

YCC Scotland Management Board Meeting
Meeting 01/03/19 RIE Pharmacy Seminar Room

Minutes & Action Points

Members present: Angela Timoney, Louise Summers, Alexander Kiker.

Teleconference: Simon Maxwell (Chair).

Apologies: Rose Marie Parr, Tracy Duff. **Not Present:** James Dear.

Item on Agenda	Action Point	Action By	Date for completion
1: Committee Business	1.1: Welcome to Louise Summers – L Summers, senior pharmacist for Lothian Medicines Information, has joined YCC Scotland following the departure of A Paterson and was welcomed by S Maxwell on behalf of the Management Board.		
2: Minutes from Previous Meeting	7.1: Update on Activity (new log form) – amended to read “YCC Scotland will be providing a talk to the Bronchiectasis group in April 2019.” Following the above correction, the minutes from the previous meeting on 28 th August 2018 were accepted as a true and accurate record. All relevant action points picked up on the agenda.		
3: Matters Arising	3.1: NES Module 1 Update – The current draft of the updated NES/YCCS ADR e-learning module 1 was presented to the Management Board for review. The following feedback was provided: <ul style="list-style-type: none"> • The use of more recent statistics from the Scottish Patient Safety Programme on the impact of adverse drug reactions on the healthcare system in Scotland was approved, subject to an amendment of the current wording. Specifically, reference to outcomes that “are due to medicines” should be reworded to clarify that this relates to adverse drug reactions. • The additional content of the Risk vs. Benefits section was approved. It was noted that evaluation of the risks versus the benefits of a medication are often more complicated than this example demonstrates, but it was accepted that this complexity would be too impractical to implement in this format. • The definitions of licensed and unlicensed medicines should be clarified to differentiate between the use of licensed medicines in off-license circumstances and the use of unlicensed medicines. • The wording of option A for the slide ‘Why are ADRs a problem?’ should be simplified for clarity. A Kiker will liaise with Leon Zlotos to publish the current draft of module 1 on the NES website and	A Kiker	11/03/2019

	<p>circulate a link to the Management Board at the next available opportunity. Once this is available, all members will review the current draft of module 1 in more depth and provide feedback to A Kiker.</p> <p>3.2 YCC Scotland Radio Interview – The radio interview questions and draft answers for the upcoming NHS Grampian Yellow Card awareness campaign week were presented to the Management Board for review. The following feedback was provided:</p> <ul style="list-style-type: none"> • In general, feedback on the answers to the questions was positive and the overall document was approved. • The second paragraph to the answer of the first question should not begin with “Luckily,” as tighter regulations are not a result of luck, but an active effort to increase medicine safety. • The inclusion of information about cannabis is particularly appropriate in light of recent increases in the use and awareness of cannabidiol. 	All	18/03/2019
4: 2017/18 Annual Report	<p>4.1 2018/19 Q1&2 Report (revised, combined) – The combined quarterly report for Q1&2 2018/19 was presented in a revised format to the Management Board for review. The following feedback was provided:</p> <ul style="list-style-type: none"> • In general, feedback on the revised format was positive, and the information in the text-boxes was approved. • Not many of the readers will know what Vision is. This should be changed to a broader term that will be known by all readers, such as ‘reports via electronic prescribing systems’. • Legends for the graphs should be made larger so they can be clearly read. • Titles for the graphs should be simplified if the axes and legends provide the necessary comparative information. • The graph ‘Reporting by Age Group’ should be renamed to clarify that this relates to the age group of the patients • The percentage of reports for each age group in the ‘Reporting by Age Group’ graph should be added for increased information. • The data in the ‘Reporting by Healthboard’ graph does not match up with the total. This will be investigated and corrected. • The legend for the ‘Reporting by Healthboard’ will be adjusted to ensure that the colour for each year remains consistent across reports in order to avoid confusion. <p>Following the above recommendations, the revised format for the quarterly report was approved and will be circulated appropriately once the necessary changes have been implemented.</p>	A Kiker	11/03/2019

	<p>4.2 2018/19 Q3 Data – The quarterly report for Q3 2018/19 was presented to the Management Board for review and for information.</p>		
5: MHRA activity	<p>5.1: Children & Young Persons Meetings – The MHRA has organised a focus group to generate ideas for how to raise awareness of adverse drug reactions and the Yellow Card Scheme in children and young persons. A Kiker is representing YCC Scotland at these meetings, and has been in touch with Robert Gordon University and the University of Strathclyde to propose collaborative projects that can help achieve this goal in Scotland. A Kiker has also been in touch with the secretary of the Scottish Government Cross-Party Group for Children And Young People to propose involvement from the government in this area. This will be raised at the next Management Board meeting for discussion with RM Parr, and will be added to the agenda for the next Advisory Group meeting for discussion.</p> <p>Other Yellow Card Centres and the MHRA are developing materials aimed at children to promote pharmacovigilance and investigating avenues for research relating to pharmacovigilance in children and young people. The MHRA has also been in touch with the department for education and the PSHE Association to discuss the possibility of including pharmacovigilance in the national curriculum.</p> <p>5.2: Update on YC integration with clinical systems – The update on the integration of Yellow Card reporting into clinical systems was reviewed. It was noted that Hospital Electronic Prescribing and Medicines Administration (HEPMA) and JAC were not mentioned in the report. A Timoney has been in touch with Alexa Wall regarding the possibility of Yellow Card Reporting implementation via HEPMA, however the HEPMA team is currently focused solely on implementation at this time. This is something to consider pursuing in future once HEPMA has been fully implemented.</p> <p>5.3: Summary of Research Findings – The summary of findings from the qualitative research into perceptions of the Yellow Card Scheme was shared with the Management Board for information.</p> <p>5.4: Minutes of MHRA TC 4th December – The minutes from the YCC/MHRA teleconference on 4th December 2018 were shared with the Management Board for information.</p>		
6: YCC Scotland Website/ Social Media	<p>6.1: Twitter & YCCS Website Progress – Reach and engagement for the YCC Scotland Twitter account continues to improve, and the use of the YCC Scotland website remains stable. The completion of the first NES/YCCS ADR e-learning module update may provide an opportunity for a social media campaign focused around these modules.</p>		
7: Patient Group Engagement	<p>7.1: Update on activity – The Management Board noted that patient group engagement should be improved. It was suggested that this could be achieved by targeting larger meetings with</p>		

	<p>representatives from multiple patient groups, which will aid in reaching a wider audience rather than attempting to target each group individually. The Alliance was suggested as a possible point of contact to increase YCC Scotland involvement with patient support groups. A Kiker will contact the Alliance to request further information on how YCC Scotland may become involved with patient groups, and to enquire as to whether the Alliance has any upcoming events that may be appropriate for YCC Scotland to attend.</p> <p>YCC Scotland will be providing a talk to the Lothian Bronchiectasis group on 30th April 2019.</p>	A Kiker	April 2019
8: HCP Engagement	<p>8.1: Update on activity – YCC Scotland will investigate GPs as a potential target group to increase Yellow Card reporting. A Kiker will contact the Royal College of General Practitioners to open communications. The possibility of becoming involved in GP training to raise awareness of Yellow Card reporting and adverse drug reactions in this group at an earlier stage will be added to the agenda of the next YCC Scotland Advisory Group meeting due in Spring 2019, for discussion with the GP and NES representatives.</p> <p>A Timoney will be presenting at a symposium entitled ‘Medicine of the Older Person: Now the drugs don't work: challenging polypharmacy’ on 21st March in the Royal College of Physicians of Edinburgh. This was highlighted as an ideal event to promote the Yellow Card Scheme. A Kiker will contact Margaret Farquhar, event coordinator, to see if YCC Scotland may be able to attend in a promotional capacity. A Timoney will wear a YCC Scotland lanyard during her presentation to raise awareness.</p>	A Kiker A Timoney A Kiker A Timoney	Spring 2019 Spring 2019 04/03/2019 21/03/2019
9: Student Engagement	<p>9.1: Update on activity – An update on student engagement will be provided at the next Management Board meeting in Spring 2019.</p>		
10: Collaboration with Scottish Government	<p>10.1: Scottish Government Update – RM Parr was not present to provide an update, and the Management Board will receive an update at the next meeting in Spring 2019.</p>	RM Parr	Ongoing
11: Research	<p>11.1: YCC Scotland Research meeting – The Management Board was unable to meet for a dedicated research meeting in Q3 2019. This meeting will be arranged via Doodle poll alongside the next Management Board meeting in Spring 2019. Alexa Wall will be invited to this meeting to provide input regarding research within pharmacy and teaching collaborations with Robert Gordon University and the University of Strathclyde. Regarding this, there is a desire within pharmacy to move beyond teaching and into collaborations that include research as well.</p>	A Kiker	April 2019
12: AOB	Nil.		
13: Date & time of next meeting-	The date for the next Management Board meeting is TBC following a Doodle poll.	A Kiker	April 2019