
**Management Board Meeting
Tuesday 03 June 2003
4pm, Pharmacy Seminar Room, RIE**

Present: Dr N Bateman, Medical Director, SPIB and CARDS, RIE
Melinda Cuthbert, Senior Pharmacist, CARDS, RIE
Dr N Lannigan, Chief Pharmacist, LUHT
Dr S Maxwell, Senior Lecturer, Dept Clinical Pharmacology, University of
Edinburgh

1 Apologies for absence

Apologies were received from Sheena Kerr.

2 Minutes of previous meeting

Minutes from the meeting held on Tuesday 1 April 2003 were reviewed and the following errors were noted.

Item 3.1 Professors of Pharmacology within Scotland should read '*Heads of Clinical Pharmacology within Scotland*'. The Heads of Schools of Pharmacy should have added after it '*within Scotland*'. *Liz McGovern Pharmacist, Public Health and for Post Graduate Dean, School of Medicine, 'Scotland' should be added.*

Item 3.6 Yellow card peer review – It was pointed out by Dr Lannigan that the cost of the sandwiches etc would be funded through CSM Scotland, not Pharmacy Department.

3 Matters arising

3.1 Yellow Card Peer Review

Melinda reported that the first yellow card peer review session was held on 12 May at WGH, at the Clinical Pharmacologists lunchtime meeting. There was a good turnout of clinical pharmacist from WGH present as well. These sessions will be repeated approximately 4 times per year and during these sessions samples of yellow card reports received by CSM Scotland will be peer reviewed. Copies of the yellow card reports with specific patient and reporter identifiers deleted will be photocopied and circulated prior to future meetings.

ACTION: M CUTHBERT

3.2 Computer access

A letter was sent to McKesson HBOC regarding the delay in the actioning of the request for addition of Simon to have access to the N:\ drive, and the change of the e-mail address from 'CARDS' to 'CSMScotland'. The IT department contacted Melinda this morning to say that the e-mail address will be changed within the next 24 hours. Access for Dr Maxwell to the N:\ drive still outstanding.

3.3 Website Launch

The web page has now been completed but its 'going live' is pending approval from the CSM to include the Executive summary of the annual report.

3.4 HIV reporting scheme

The CSM in London confirmed to Melinda that HIV reporting via the blue card scheme whilst being a separate from the yellow card scheme all reports submitted are also added to ADROIT. Therefore, all DAPs reflect reports from both the yellow card scheme and the blue card scheme.

Information on the blue card scheme is available on the web page for the MHRA.

Since the blue card scheme is run separately from the yellow card scheme no reports from the blue cards will be received by CSM Scotland. As a result, it will not be possible to determine the number of reports that are being reported via this scheme from within Scotland. Melinda reported that at the yellow card peer review meeting discussion had ensued with Rhoda Morgan, Infectious diseases pharmacist, regarding the database held at the WGH. The content or the quality of the information held on this database is unknown by her. It was suggested by Dr Bateman that Melinda follow-up this up with Rhoda.

ACTION: M CUTHBERT

3.5 ISD/CSM dataset linkage

Dr Bateman reported that he had met with Richard Copeland and ISD colleagues Marion Bain and Rod Muir to discuss CSM Scotland and the ADR aspects of ISD data. There was a strong possibility of ISD collecting CHI numbers on GP prescriptions. This offered many potential research opportunities in pharmacovigilance. At present this initiative is still ongoing and Dr Bateman and Dr Maxwell are currently working on a grant submission for a related project.

ACTION: DR MAXWELL

3.6 Launch Seminar and Guest List

Dr Lannigan reported that whilst the Scottish Executive are not able to yet commit to the seminar to be held on 28 November 2003, they are happy with the guest list at present.

Dr Lannigan also reported that the Scottish Executive suggested that the name for the seminar to be held on 28 November 2003, be changed from Launch seminar to AGM. Dr Maxwell expressed the concern that the connotation associated with AGM might put people off attending as interest in AGMs is less than with other events. Hence the name for the seminar was suggested by him to be Adverse Drug Reaction Reporting in Scotland, Protecting Patients and Improving Therapy – The first year and beyond. Dr Lannigan will feed this back to the Scottish Executive but thought that this would be acceptable to them.

The suggestions made from the Advisory Group on 28 May are reflected in the enclosed draft programme of events and after much discussion the second draft of the programme was agreed (Appendix 1). At present without a commitment from the Scottish Executive, there is no named person to do the introduction. Dr Lannigan will check to see if a nomination is to be forthcoming for this introduction.

ACTION: Dr Lannigan

4 Dissemination of reports

At present no reports can be released by CSM Scotland without first approval from the CSM in London. However with the quarterly reports that are prepared solely to update the Advisory Group members on progress of the centre and will not be published in any way, this consent should not be required. P Warrington had expressed interest in receiving these reports as well. Melinda will contact June Raine to see if these reports can be forwarded. to the CPO and the Deputy CPO for their personal information only.

ACTION: M Cuthbert

5 Any Other Business

6.1 Patient reporting

Dr Lannigan reported that the Scottish Executive Pharmaceutical division of the Health Department were a little concerned with Debbie Jamieson's meeting with the CSM in London regarding patient reporting, and the collaboration of CSM Scotland on this item. Dr Lannigan assured them that the line adopted by CSM Scotland was that if the MHRA made the decision to allow patient reporting via the yellow card scheme the Scottish Executive would be the one to make the decision if it were to be rolled out via NHS 24.

At present the CSM are doing a pilot within London via NHS Direct, but Carrie Scott reported to Melinda that it would be rolled out to the rest of England. Dr Bateman stressed that if the CSM/MHRA decided to roll out patient reporting via NHS Direct then the Scottish Executive would find it difficult to avoid doing so in Scotland. Whilst it would be the Scottish Executive who would make the decision to roll out the same within Scotland, it ultimately would be the MHRA who would make the decision first as to whether or not patient reporting would be allowed via the yellow card scheme.

Melinda reported that she had spoken to Debbie Jamieson after her meeting in London with the CSM regarding patient reporting via NHS Direct and she would make available the minutes from the meeting once they are typed.

6.2 Community pharmacy reporting

Dr Bateman reported that he would be arranging a meeting with Hugh Purves to discuss how an increase in community pharmacy reporting could be aided by CSM Scotland.

ACTION: Dr Bateman

6.3 Measuring success of CSM Scotland

Dr Maxwell expressed that initially crude reporting rates could be used as a means of measuring success and increasing reporting, but in the long term we would have to look at other means of achieving this. He suggested that in the future we might want to look doing letters to the Scottish Executive that occur regarding any regulatory changes which come about due to reporting, and tie it to the reporting in Scotland This will be looked at further as the centre develops and grows. Research obviously the other item we would need to encourage in conjunction with CSM Scotland as well.

6.4 Report on Adverse Drug Reaction Reporting and rates of medication prescribing within Scotland

Richard Clark is currently working on this report and is due to meet Melinda and Nick on 25 June to go through the initial draft report. This report incorporates data from the preliminary analysis for 2000 and 2001 for Scotland that was prepared by Melinda prior to CSM Scotland going live with ISD prescribing data.

6.5 Article based on preliminary report from 2000/2001 reporting in Scotland

Melinda, Nick and Simon met to discuss the initial draft of this paper. There are still a couple of changes to be made before the final draft is ready. Once the final draft is completed it will be forwarded to the MHRA/CSM for approval prior to it seeking publication
ACTION: M Cuthbert

7 Date and time of next meeting

The next meeting will be held on Tuesday 5 August 2003 at 4pm in the Pharmacy Seminar Room at the New Royal Infirmary.