

**Yellow Card Centre Scotland (YCCS) Advisory Board Meeting 3rd June
2019 Minutes**

In Attendance:	
Angela Timoney	Director of Pharmacy, NHS Lothian (Chair)
Jane Harris	NHS Education for Scotland Nurses, Midwives & Allied Health Professions
Susan McGilp	Incident Reporting and Investigation Centre
Alexander Kiker	YCC Scotland, Information Officer
Louise Summers	YCC Scotland, Senior Pharmacist

Via Video/Teleconference:	
Tracy Duff	YCC Scotland, Lead Pharmacist
Leon Zlotos	NHS Education for Scotland, Pharmacy
Elaine Figgins	NHS Education for Scotland, Allied Health Professionals
Prof. Tom MacDonald	University of Dundee, Professor of Clinical Pharmacology and Pharmacoepidemiology
Simon Maxwell	YCC Scotland, Medical Director
Karen Harkness	Association of Scottish Medicines Information Practitioners

1	Apologies	<p>Christopher Nicolson NHS Shetland & NHS Orkney</p> <p>James McLay NHS Grampian</p> <p>John McKay NHS Education for Scotland, General Practitioners</p> <p>Alyson Brown Robert Gordon University, Academic Team Leader</p> <p>Alexa Wall NHS Lothian, Associate Director of Pharmacy</p>
2	Membership	<p>2.1: Resignation of David Standley, patient representative – David Standley has resigned from the position of patient representative for the YCC Scotland Advisory Group. A new representative will be sought by the group. A Kiker will contact K Harkness to organise potential representation from the ADTC patient group in NHS Tayside.</p> <p>2.2: Incident Reporting and Investigation Centre (IRIC) membership – Susan Lloyd-MacGilp was welcomed as the new representative for IRIC in the YCC Scotland Advisory Group.</p> <p>2.3: Area Drugs & Therapeutics Committee Collaborative (ADTC Collaborative) membership – Scott Hill will be joining the YCC Scotland Advisory Group as a representative for Healthcare Improvement Scotland, ADTC Collaborative.</p> <p>2.4: Welcome to Louise Summers, new YCC Scotland pharmacist – Louise Summers was welcomed as the new permanent senior pharmacist for YCC Scotland.</p> <p>2.5: Welcome to guest Alyson Brown – Alyson Brown was unable to attend this meeting and has given her apologies. A Kiker will be in touch with Alyson Brown to extend an invitation to the next YCC Scotland Advisory Group meeting.</p> <p>2.6: Template for new member statements – Members of the Advisory Group were asked to write a short statement and include a photograph for their profile on the YCC Scotland website. A template has been created and provided to facilitate the writing of this statement, and examples of existing statements can be found on the Advisory Group</p>

		<p>Members page of the website: https://www.yccscotland.scot.nhs.uk/aboutus/Pages/Advisory-Group-Members.aspx. All members should send their completed statements to A Kiker at alexander.kiker@nhslothian.scot.nhs.uk.</p>
3	Minutes of Previous meeting	The minutes from the previous meeting on 23rd April 2018 were accepted as a true and accurate record.
4	Children & Young Persons	<p>4.1: Overview of MHRA work – The Advisory Group was informed of the current work being done within the MHRA and Yellow Card Centres across the country to increase reporting in children and young people. The Advisory Group noted that the enthusiasm and curiosity from this demographic makes them an ideal group to target for increasing Yellow Card reporting.</p> <p>4.2: RGU Young Medicines Safety Champions – The Advisory Group supported the collaborative project with Robert Gordon University (RGU), suggesting that the material that results from the MHRA/YCC Children & Young Person’s focus group should be incorporated into this project. A Kiker will liaise with Alyson Brown from RGU to determine the future plan for this collaboration.</p> <p>4.3: Other ideas for YCC Scotland – The Advisory Group supported a new social media campaign, specifically aimed at children and young people, to raise awareness of the Yellow Card Scheme in this demographic. It was noted that universities and other places of higher education would make an ideal platform to increase awareness and reporting in young adults. Pre-registration training was suggested as a potential target group for increasing reporting in children and young people, with signposting to relevant e-learning modules in paediatric tutorials.</p>
5	Matters Arising	<p>5.1: Clinical systems Yellow Card reporting update – Yellow Card reporting integration is expected to be rolled out to all versions of EMIS by the end of July 2019. Further information will become available following the upcoming quarterly MHRA/YCC teleconference meeting. The Advisory Group supported a statement to be included in the YCC Scotland Annual Report to advise on this upcoming integration.</p> <p>Reporting of adverse drug reactions through JAC HEPMA is not included in the standard service, but is an optional add-on product. T Duff will investigate the cost of purchasing this add-on service for each health board area in Scotland, and will liaise with Benjamin Hannan and Alexa Wall regarding HEPMA implementation in NHS Lothian.</p> <p>5.2: GP slides – Alison Paterson had previously been communicating with the company NoticeBoard TV to produce slides on the Yellow Card Scheme that can be shown on TV screens in GP waiting rooms. L Summers will resume communications with NoticeBoard TV and will provide an update at the next YCC Scotland Advisory Group meeting.</p>
6	YCCS 2018/19 Data	6.1: Annual statistics for report – The Advisory Group reviewed the summary of Yellow Card reporting data in Scotland for the year 2018/19, noting the downward trend in reports from

		<p>healthcare professionals, particularly from GPs. Better integration of Yellow Card reporting through electronic healthcare software, and focused engagement targeting both primary and secondary care were suggested as methods to reverse the decreasing reporting trend in healthcare professional groups.</p> <p>An NHS Scotland initiative for patient empowerment, part of Healthcare Improvement Scotland, was suggested as a potential contact to increase reporting. S Maxwell will liaise with S Hill to find the contact details for the appointed person for the associated Patient Empowerment Agenda.</p> <p>6.2: Revised Quarterly report format – The Advisory Group supported the revised format of the quarterly reports.</p>
7	Incident Reporting & Investigation Centre (IRIC) update	<p>IRIC suffers from massive under-reporting throughout Scotland, despite a small increase in 2018/19 compared to the previous year. The Advisory Group noted that lack of time and duplication of effort are the major hurdles for IRIC reporting, and that these hurdles also affect Yellow Card reporting.</p> <p>A communications expert was hired recently by IRIC to advise on how to address under-reporting and to prepare a communications strategy to encourage healthcare professionals to report incidents to IRIC. S Lloyd-MacGilp will provide A Kiker with the details of the communications expert, for YCC Scotland to investigate as a potential resource for increasing awareness, as well as a written copy of the information reported in the meeting which A Kiker will circulate to the Advisory Group.</p> <p>A current pilot in one health board area in Scotland is underway to download data directly from Datix and transfer it to IRIC. It is hoped that this will significantly increase the number of IRIC reports by preventing duplication of effort after submission of Datix reports. The Advisory Group noted that Datix systems vary across Scotland, and would benefit from improved consistency. Reports from the MHRA made up only 15% of IRIC reports, with 80% of these coming from Yellow Card reports submitted by members of the public. The majority of these reports were regarding adverse reactions to surgical mesh for hernia repair, and diabetes sensors.</p>
8	Social Media	<p>8.1: Twitter update – The Advisory Group was advised that Twitter activity remains consistent, with the number of followers in 2018/19 rising to above 1000.</p>
9	Resources and promotion	<p>9.1: ADR e-learning modules update – The Advisory Group was advised that the update to the ADR e-learning modules is progressing, with module 1 nearing completion. It is hoped that the remaining modules will be completed within a shorter time-frame now that the process has been established for module 1. A Kiker will prepare a presentable copy of the updated module 1 for presentation at the next Advisory Group meeting.</p> <p>9.2: Storyline 3 license – The Advisory Group discussed the benefits of Storyline 3 for producing the online e-learning modules, and noted a number of potential advantages in</p>

		<p>purchasing a license for YCC Scotland, including increased flexibility in working on e-learning, the ability to overcome current impracticalities of updating the e-learning modules, and the value of being able to complete e-learning modules within a shorter timeline. These advantages would need to be weighed against the £1100 cost of the license. In general, the Advisory Group supported the purchase of a Storyline 3 license, noting advantages over other existing software, particularly the ability for users to maintain a learning record for CPD. L Zlotos will investigate the prices for Storyline 3 and Storyline 360 and review the potential for an NHS discount.</p> <p>9.3: Update to app – The MHRA Yellow Card reporting app for mobile devices has been updated recently, and initial feedback from events is very positive. The Advisory Group supports YCC Scotland in resuming promotion of the app following the improvements.</p>
10	Student Engagement	No update.
11	Patient Engagement	<p>11.1: Pregnancy reporting (MHRA update/ App) – The Advisory Group noted the update to the pregnancy reporting in the Yellow Card app.</p> <p>11.2: SHMU radio show – YCC Scotland participated in an interview for SHMU radio in NHS Grampian, which was a new and positive way to promote the Yellow Card Scheme. A Kiker will publish a recording and transcript of the radio interview on the YCC Scotland website.</p> <p>With the support of the Advisory Group, YCC Scotland will reach out to more local, hospital and university radio stations across Scotland to discuss the possibility of conducting more interviews to inform the public about the Yellow Card Scheme. A Kiker and T Duff will investigate this possibility and report back to the Advisory Group at the next meeting.</p> <p>11.3: Ideas for 2019/20 – The Advisory Group strongly feels that it is now an appropriate time to prepare another community pharmacy campaign, with a focus on children and young people.</p> <p>A Timoney will look into appropriate contacts to source a patient representative for the YCC Scotland Advisory Group.</p> <p>T Duff and A Kiker will liaise with K Harkness to organise coming to speak to an enthusiastic and engaged patient group in NHS Tayside.</p>
12	Healthcare Professional Engagement	<p>12.1: Grampian ADR awareness week/ shared learning – NHS Grampian hosted a week-long event, organised by Kay Morgan, pharmacy workforce development facilitator. Local band 6 pharmacists were involved in manning an information stand throughout the week, with YCC Scotland staff only required during one day in the week. The Advisory Group support similar events to be organised in other health board areas across Scotland. NHS Lothian was noted as next candidate health board area for a similar event, to be taken forward in 2020. T Duff will raise this will ERD and POG.</p> <p>12.2: MiDatabank ADR reporting – T Duff and K Harkness will address the low submission of Yellow Card reports through the Medicines Information software MiDatabank and will</p>

		<p>generate a plan of action to be raised within the Association of Scottish Medicines Information Practitioners.</p> <p>12.3: Band 6 pharmacist involvement in YCC outreach events – Experience in NHS Lothian, Grampian, and Fife has shown that Band 6 involvement in YCC Scotland outreach events is well-received and a good opportunity both for YCC Scotland to gain volunteer support and for Band 6 pharmacists to learn of the Yellow Card Scheme.</p> <p>12.4: Moodle presentation for RGU Independent Prescriber course – Alison Paterson, who was involved with this, no longer works for YCC Scotland. L Summer will take over any outstanding actions.</p>
13	AOB	<p>13.1: Dear Healthcare Professional letters – The Advisory Group supported the withdrawal of the YCC distribution service of MHRA Dear Healthcare Professional letters, which YCC Scotland has been sending since 2015. It was advised that YCC Scotland should continue to send the letters for the next three months, along with a statement to clarify that all healthcare professionals should be signed up to the Drug Safety Alerts directly, and that the updates from YCC Scotland will be discontinued after September 2019.</p> <p>13.2: Cumberlege Independent safety review of medicines and medical devices – The Advisory Group was provided with a link to video evidence wherein staff from the MHRA defend the Yellow Card Scheme: http://immdsreview.org.uk/Evidence.html. This was provided for information</p>
14	Next meeting	Date and time of next meeting TBC following circulation of a doodle poll.