
**Minutes from Advisory Group Meeting
Wednesday 8 October 2003 at 2pm
In Seminar Room 5, 1st floor, Chancellor's Building, NRIE**

Present: Professor D Webb, Professor of Clin Pharmacol, University of Edinburgh (Chair)
Dr D Alexander, General Practitioner, Dunfermline
Dr N Bateman, Medical Director, SPIB and CARDS, RIE
Melinda Cuthbert, Senior Pharmacist, CARDS, RIE
Dr N Lannigan, Trust Chief Pharmacist, LUHT
Dr S Maxwell, Senior Lecturer, Dept Clinical Pharmacol, University of Edinburgh
Dr R Taylor, Senior Lecturer, Dept General Practice in Primary Care, Aberdeen
Mr H Purves, Community Pharmacist, Fife

1 Apologies for absence

Apologies were received from Sheena Kerr, Jane Harris, Anne Lee, Professor S Hudson and Professor T MacDonald.

2 Minutes of previous meeting

The minutes were adopted as a true record. Professor Webb suggested that the minutes be recirculated with future agendas even if they have been circulated electronically before.

3 Matters Arising

3.1 Nursing Representation on the Advisory Group

M Cuthbert reported that Jane Harris - academic team leader for public health and primary care nursing at the University of Dundee - had been appointed as the nursing representative for the Advisory Group upon the recommendation of NES.

3.2 Copies of BPS curriculum redesign and cover letter to Deans of Medical Schools within Scotland and Scottish Post Graduate Deans

S Maxwell reported that the letters had been sent to the Deans as well as to NES. To date he had only received a reply from the Dean at the University of Aberdeen, which was positive. N Bateman will discuss with Lord Patel, Chairman of NES at the nearest opportunity.

ACTION: N Bateman

This document recognises and gives details on how to respond to ADRs and also mentions the Yellow Card scheme specifically. N Bateman suggested that we keep under observation whether suggestions from this document are implemented at the Schools of Medicine in Scotland, with regard to pharmacovigilance issues.

Professor Webb suggested that S Maxwell make contact with Professor David Lawson, Chairman of SMC, to see if he had received this document, and to seek any comments he might have on its implementation.

ACTION: S Maxwell

3.3 Generic ADR PowerPoint presentation

The group reviewed the PowerPoint presentation prepared by M Cuthbert and made suggestions for further changes. Once these changes are completed it will be re-circulated for the groups' final comments.

ACTION: M Cuthbert

The group will have 7 days to respond with any comment. After this the presentation will be added to the CSM Scotland web page.

ACTION: ALL

3.4 CSM Scotland representation on SCOP

N Bateman reported that Dr June Raine had confirmed his appointment to SCOP as the representative for CSM Scotland. He had attended his first meeting of the committee on 30 September 2003. He will prepare a written summary of future SCOP meetings for discussion at the Advisory Group meetings.

ACTION: N Bateman

3.5 Electronic reporting via G-PASS

N Bateman reported that he had made contact with Dr Ken Harden to take forward this initiative. They will be meeting next week. The electronic Yellow Card reporting to the CSM has so far seen little use and the CSM may contribute funds to take forward reporting within the NHS Net in Scotland. N Bateman will report back on his meeting with Dr Harden at the next meeting.

ACITON: N Bateman

3.6 Launch of web page

M Cuthbert reported that the web page is now live. A letter has been distributed to all of the ADTCs. This letter advised of the existence of the web page and encouraged them to promote the web page to their local areas.

Electronic reporting is available through the CSM Scotland web page as well. Professor Webb enquired as to whether Professor David Lawson, Chairman of SMC, had been advised of the existence of the web page. This has not been done, but N Bateman will send a letter to him.

ACTION: N Bateman

3.7 H Purves & N Bateman meeting to discuss facilitation of Yellow Card reporting by community pharmacists

N Bateman & H Purves met prior to the meeting and came up with ideas for taking forward this agenda. These points included: IT facilitation within primary care linking community pharmacists to the Net, and incorporation of an icon for the Yellow Card into the primary care computer system; Chronic disease management is a prime example of where we could promote ADR reporting, especially for OTC and herbal use products, and with linkage of data sets GPs could be informed of these issues. If implemented this would require educational material for primary care pharmacists.

The most recent PJ insert on ADRs was mentioned. It was requested that it be circulated to members of the Advisory Group.

ACTION: M Cuthbert

3.8 Contact with directors of post-graduate education re ADR reporting by GPs

N Bateman reported that the letters had been sent out and he had received a reply which was quite favourable from H McNamarra, Director of Postgraduate General Practice Education for North East Scotland Region.

3.9 Distance Learning Modules

M Cuthbert reported that she had been in contact with Dr Patrick Waller from the Drug Safety Research Unit regarding their distance learning modules on the safety of medicines. These modules are available free of charge on the internet at www.dsru.org. The modules are aimed at GPs and each module has been accredited for PGEA. M Cuthbert has obtained the permission from Dr Waller to promote these modules in whatever way CSM Scotland sees fit.

D Alexander reported that each LHCC undertakes significant event monitoring through appraisal, which is then followed-up with an action. He suggested that maybe this programme could be used here. However, implementation would require the support of such individuals as prescribing leads and clinical governance leads within LHCCs. A list of these individuals will need to be compiled.

ACTION: M Cuthbert

4 Launch Seminar Final Programme

S Maxwell noted an error in the programme. (i.e. should be 'Professor' Munir Pirmohamed instead of 'Dr'). M Cuthbert advised that the final programmes had already been printed. It was decided that both S Kerr and S Maxwell's presentations would be shortened to 20, minutes each to give the guest Professor Duff and Professor Pirmohamed, 10 minutes each after their 30 minute presentations, for discussion.

N Bateman reported that the Scottish Executive would not be dealing with publicity for the event, therefore CSM Scotland will proceed with publicity themselves. N Bateman will speak to Rosie Hewitt, Press Officer, RIE to take this further. R Hewitt will need to liaise with the Scottish Executive and MHRA prior to any press releases to ensure that they are happy with the content. Professor Webb expressed his concern that much of the value of the event would be lost if good publicity was not gained from the event.

ACTION: N Bateman

Other suggestions for possible avenues for advertisement were either the Herald, The Scotsman or the RPSGB. The contact for the Herald would be Sarah Kate Templeton. S Maxwell has a contact e-mail address which he will forward to M Cuthbert who will then make contact with S Templeton.

ACTION: S Maxwell/M Cuthbert

N Lannigan advised that he would make contact with the editorial department of the RPSGB to see if they would like to send someone to cover the event.

ACTION: N Lannigan

5 Second Quarter 2003 report

M Cuthbert gave a brief summary of the second quarterly report. An increase of 30% in direct reports to CSM Scotland had been seen from the previous quarter. The number of bypass reports continues to decrease. The majority of the bypass reports come from general practitioners.

There was an increase in the percentage of reports coming from both the Fife Health Board and Ayrshire & Arran Health Boards. General practitioners, hospital pharmacists and hospital doctors were the three highest reporting groups in descending order.

At present the quarterly reports are confidential and not for circulation except for to members of the CSM Scotland Advisory Group, and Pamela Warrington at SEHD. Professor Webb suggested we might seek permission to circulate the reports to a wider group in Scotland. N Bateman will make contact with June Raine regarding circulating Table 2, or if possible, the full report without prior approval from the MHRA on each occasion.

ACTION: N Bateman

6 Initiatives for improving Scottish ADR reporting

It was decided by the group that this would be held over to the next meeting as a priority item at the top of the agenda and Professor Webb asked all members of the group to give prior thought to this before the next meeting.

ACTION: ALL

7 Pharmacovigilance in Scotland, use of ISD datasets

N Bateman reported that discussion continues on this matter. S Maxwell and N Bateman are currently undertaking a grant application to use ISD datasets in collaboration with Dr Marion Bain of ISD. N Lannigan suggested that N Bateman make contact with Doug Steinke since this was part of his remit within ISD.

8 Review of Yellow Card Scheme

The Yellow Card Scheme is currently being reviewed. Jeremy Mentis is the chairman of the committee that has been formed. Christine Bond is the representative from Scotland on this committee from the University of Aberdeen. Simon Thomas Medical Director of CSM Northern and Gordon Duff, the President of the MHRA, are also among the members on this group.

N Bateman reported that Christine Bind had met with himself, Sheena and Melinda to see how CSM Scotland worked, and to obtain a better understanding of the current Yellow Card process. N Bateman stressed during this meeting the importance of the national component of monitoring centres of the CSM.

9 College of Pharmacy Practice (CPPiS) Autumn Hot Topic

M Cuthbert reported that the College of Pharmacy Practice will be hosting a seminar on 20 November 2003 at Stirling Conference Centre. It will be on ADRs and it will be targeted towards community and hospital pharmacists. N Bateman will be speaking at the event and workshops will be run M Cuthbert, S Kerr and A Lee.

10 Date and time of next meeting

The next meeting will be held on 25 February 2004 at 2pm in Seminar Room 5, first floor, Chancellor's Building, NRIE. Lunch will be provided from 1.30 pm.