

YCC Scotland Management Board Meeting

Tuesday 19 November 2013

Action Points

Members present: Dr James Dear (JD), Deputy Medical Director; Mrs Melinda Cuthbert (MC); Mrs Sheila Noble (SN); Ms Anne MacKay (AM)

Via teleconference: Professor Simon Maxwell (SM), Medical Director (Chair)

Item on Agenda	Action Point	Action By	Date for completion
3.1 GP training	SM to follow up with Rose Marie Parr on possibility of presentation at NES Primary Care Education Group	SM	December 2013
3.2 2010/11 Community Pharmacy Public Health Campaign ISAC application	<p>Now have data from MHRA – requires manipulation, on hospital PC for ISAC conditions</p> <p>SM/JD to follow up on contacts re medical student to work on this project. No one readily available but JD to contact Laura Kitto who had produced previous report</p> <p>SN had already contacted Moira Kinnear (MK) re MSc pharmacy student/technician. No pharmacy student available until May 2014. MHRA has granted extension on use of data for another 18 months.</p> <p>Support for using Access may be required</p>	<p>SM/JD</p> <p>JD</p> <p>SN</p>	<p>ongoing</p> <p>ASAP</p> <p>ongoing</p>
3.4 Vision, EMIS & implementation of YC electronic reporting	<p>SM awaiting response from Dr Libby Morris (LM), Clinical eHealth Lead for Primary Care</p> <p>MC needs further input to complete her draft of GP IT Request for Change form for Vision/EMIS, for incorporation of electronic Yellow Card into software. Also to add in information on System1 to back up request. To send draft to SM for forwarding to LM</p>	MC/SM	December 2013
4 e-Learning modules in collaboration with NES & TKN	<p>Changes signed off at NES on 13 November, 'live' date of beginning of December</p> <p>NES will initiate publicity/marketing initially. MC still to discuss with NES. SM suggested a small group pilot for immediate feedback</p>	MC	1 December 2013
5 YCC Annual Meeting 10 Sept 2013	MC to check with Janice Watt re Directors of Pharmacy's awareness of letter sent by Kent Woods, CEO MHRA, in June 2012 to NHS England	MC	December 2013

	supporting upgrading of MiDatabank to allow direct Yellow Card reporting		
5.2 Sign off of YCC contract for 2013-14	SM/MC had heard nothing back from MHRA on comments sent by MC. MC to follow up with Mitul at MHRA. To include point on anniversary event in Edinburgh in 2014.	MC	ASAP
6 2012-2013 Health Board Reports	MC to review/reword Key Messages section MC/SN to complete summary sections for all Health Boards	MC MC/SN	ASAP ASAP
7 Patient group engagement	Contact ALLIANCE and SMC to get details of top 20/30 organisations & contact 10-15 SM had spoken to SMC's PAPIG (Public & Patient Involvement Group). To follow up	MC/AM SM	December 2013 December 2013
8 YCC Scotland website	Advertising of website – keep on agenda Highlight eLearning modules in News and Training sections of website Promote website at all educational sessions	AM AM All	Ongoing January 2014 Ongoing
9.1 Advisory Group Actions Social media	MC to send details of Hayley Johnson's (YCC N&Yorks) Twitter feed & winning UKMi poster	MC	ASAP
9.2 Advisory Group chairperson + date of next meeting	Cancel meeting planned for 11 March Write options for going forward as a Stakeholder Engagement Group to help facilitate YCC Scotland's message Replacement meeting date to be decided - ?May 2014	AM SM/MC SM/MC	ASAP January 2014
9.3 SHIP questions	Ideas for forwarding to SHIP's Pharmacovigilance workstream: 1. JD: Hospital admissions with bleeding after new coagulants, eg rivaroxaban, compared to warfarin 2. JD: Issues with combining methadone & clarithromycin 3. SM: Combinations of lipid-lowering drugs and myopathy – how safe to combine? 4. MC: NSAIDs and cardiovascular events		

	5. SN: QT prolongation with antipsychotics MC to contact Marion Bennie & Helen Colhoun with these ideas & discuss how YCC Scotland can become involved with their meetings	MC	January 2014
10.1 ENCePP application form	SM to chase up this application	SM	January 2014
10.2 Toxbase	To encourage reporting nationally, Toxbase to carry advice on reporting and link to Yellow Card for all Black Triangle drugs. JD will provide figures when underway AM to add to News section when this goes 'live'	JD AM	Ongoing January 2014
11 Date of next meeting	To be arranged for late January/early February Confirmed – Tuesday 28 January 2014, 2-3pm, Pharmacy Seminar Room	AM	