

YCC Scotland Management Board Meeting

Tuesday 19th March 2015

Action Points

Members present: Melinda Cuthbert (MC); Sheila Noble (SN); James Dear (JD); Anne Mackay (AM)

Attendance via teleconference: Professor Simon Maxwell (SM) **(Chair)**

Apologies: Angela Timoney (AT)

Item on Agenda	Action Point	Action By	Date for completion
3.2 MSc project on ISAC dataset for 2011	MSc student's article to be submitted to both the <i>European Journal of Hospital Medicine</i> (official journal of the European Association of Hospital Pharmacists) and MHRA for their approval. YCC N & Yorkshire should be included in the acknowledgements.	SN	Submitted to EJHP and MHRA in Feb 2015
3.3 Toxbase	JD reported positive feedback from MHRA re link between Toxbase and Yellow Card. Issue over resources and functionality to do this. Decision taken to report legal highs in Scotland via Yellow Card, however, national NPIS stance on this item pending. In addition further discussion regarding reporting of opiate overdose was raised by S Noble. J Dear indicated that S Thomas would speak about at conference on 20 th March so an update would be available on progress after this.	JD	June 2015
3.5 HEPMA & pursuance of e-ADR functionality	Webinar with demo of CERNER was held on 5 th March. M Cuthbert to follow up with Michele Caldwell on any	MC	June 2015

within JAC	progress with JAC on e-YC functionality development		
4 50 th anniversary Yellow Card events planning	Agreed that key messages from 20 th March 2015 would be used to develop the 1 ½ -2 hour Scottish events in November 2015. Dates for availability in November to be supplied by all team members.	All All	June 2015 Dates supplied and from the dates given the following dates are possible for team members contribution to the event: 9 th – SM, JD, SN 11 th – MC, JD 12 th – MC, JD, SN 13 th – MC, JD, SN 16 th – SM, SN
7.1 YCC Scotland achievement against contract	SM and JD to supply lists of all education sessions delivered between 1 st April 2014 and 31 st March 2015 All elements achieved or in progress as per agreed objectives.	SM/JD	May 2015
7.3 Link from IUPHAR Pharmacology Education project website to YCC Scotland/NES e-ADR learning modules	Supported by the team and S Maxwell will progress	SM	September 2015
9.2 Planning for YCC Scotland Advisory Group meeting 25 th June 2015	M Cuthbert to progress with A Timoney	MC	May 2015
9.3 YCCs generic presentation template	S Maxwell requested that this item be added to the YCC/MHRA quarterly teleconference on 2 nd April 2015 to raise the issues of concern with the template provided	SM	April 2015

9 Date of next meeting	11 th June 2015, 10-11am, Pharmacy Seminar Room RIE	All	