
**Minutes of the Management Board Meeting
Held on Monday 20th November 2006
At 3.30pm in the Pharmacy Seminar Room, Pharmacy Department NRIE**

Present: Professor N Lannigan, Chief Pharmacist LUHT (Chair)
Professor N Bateman, Medical Director, SPIB and CARDS, RIE
Dr S Maxwell, Associate Medical Director, CARDS
Melinda Cuthbert, Senior Pharmacist, YCC Scotland, RIE
Sheila Noble, Senior Pharmacist, YCC Scotland, RIE

1 Apologies for Absence

Sheena Kerr, Principal Pharmacist, YCC Scotland, RIE

1.1 Minutes of previous meeting

The minutes of the meeting held on 15th May 2006 were accepted as true and accurate.

2 Matters Arising

2.1 Nurse ADR Poster

Melinda plans to have a draft ready by the end of January 2007

ACTION M CUTHBERT

2.2 Additional Support to Promote Nurse and Medical Reporting of ADRs

Norman has identified Helen McKinnon, Director of Nursing, Midwifery and Allied Healthcare Professionals as the key contact at NES and has a meeting scheduled with her. This group has a national post-registration package to which we may be able to add a suitable section on ADR reporting.

ACTION N LANNIGAN

Melinda has finalised an ADR DOTS package for FY1 doctors and this has been added to the on-line modules. Simon is concerned that this is not currently a mandatory component of DOTS and it unlikely to be used to any extent until it is made mandatory.

Melinda reported that Hazel Scott in Lanark has indicated that funding will be available for a DOTS ADR package for FY2 doctors.

Nick will contact Hazel Scott to progress mandatory issues and ensure FY2 funding goes ahead.

ACTION N BATEMAN

2.3 Patient Reporting of ADRs

Professor Bateman reported unofficially that the MHRA funded study is being conducted by Bond and Waller in a collaboration between Aberdeen and Southampton. Unfortunately the submission from Lothian was rejected despite the effort invested in it.

N Lannigan has identified that the NES patient and public involvement group can also be accessed through the nurse director, Helen McKinnon to pursue the facilitation of patient reporting initiatives.

ACTION N LANNIGAN

2.4 SMC Links

No further developments to report at present regarding linking up with SMC. Nick suggested that we will not be able to pursue this in practice until we have access to useful feedback data from the MHRA.

2.5 MHRA New Ways of Working

Nick has been attending the Pharmacovigilance Expert Advisory Group meetings. The new system at the MHRA for processing and following up Yellow Cards is currently working slowly and has been overwhelmed by the workload resulting in a prolonged time before Yellow Card Reports are being acknowledged and followed up. Christopher Anton from Birmingham has been assisting the MHRA with the system. At present there are no data being fed back to YCCs on a locality basis however the MHRA is keen to demonstrate its commitment to the YCCs and indeed to expand throughout the UK in line with the Metters report.

The MHRA is particularly concerned with the continuing decline in GP reporting and with the ongoing poor level of Community Pharmacist input. Through our initiatives at YCC Scotland we will aim to help address these issues.

Nick asked Melinda and Sheila to provide a comparison of Follow-up and Yellow Card statistics for the last three months (September until end of November) comparing 2006 with the previous two years. These are to be copied to Nick, June Raine, Monir Pirmohammed, Simon Thomas, Robin Turner, and Alison Thomas in Cardiff.

He also asked that we start recording the type of reporter for each Legacy Yellow Card manually to provide a local picture.

**ACTION M CUTHBERT
AND S NOBLE**

2.6 Electronic Reporting via G-PASS

This is still being progressed by Nick. As it is part of the Drug Safety Agenda, Norman plans to discuss this with the CMO.

**ACTION N BATEMAN
AND N LANNIGAN**

2.7 Yellow Cards Training on DOTS (Doctors Online Training Scheme)

This has been covered in section 2.2 above

2.8 GP CPD online training on ADRs

Sheena, Nick and Simon provided a presentation and workshops on ADRs for GP registrars at the Lister Institute in early November. Nick will contact David Blaney for feedback on this.

ACTION N BATEMAN

David Blaney may also have funding for future events including fully qualified GPs. As the CMO has indicated concerns about GP prescribing, it was suggested that GPs could gain points for setting up their own in-house pharmacovigilance system demonstrating how they respond to ADRs.

2.9 Promoting Yellow Cards via eMAS in Community Pharmacies

Melinda has discussed with Derek McAllister the possibility of incorporating Yellow Cards into all Patient Medication Systems in Community Pharmacies using the e-MAS system. Derek agrees that this can be done however he is unable to give an indication of time as there are currently 10 different PMR providers throughout Scotland and each works differently. David Brasier and David McAllister have been enlisted to aid development of an e-Yellow Card akin to that on G-PASS.

Sheila suggested that in the interim we should ensure that there is a link icon on the NHS Community Pharmacy web page direct to the electronic Yellow Card and Melinda offered to discuss this with Derek McAllister.

ACTION M CUTHBERT

2.10 CSM Scotland Web Page

Melinda has forwarded Sheila's biography to Ben Foster at SHOW. Melinda is pursuing Gavin Venters to arrange training so that we can update the SHOW website in-house in future.

We will strive to have a link on the LJF website to YCC Scotland. Melinda has already initiated this with Sean McBride-Stewart and will progress with Jane Pearson once she assumes her post at the LJF in January 2007.

**ACTION M CUTHBERT
AND S NOBLE**

3.0 AOCB

3.1 Next Advisory Board Meeting

Melinda has arranged for the RIE Boardroom 2 at 2pm on Thursday 11th January

3.2 Simon has been asked to talk on ADRs in Cumbria on ADRs

Cumbria have adopted the LJF. Simon is unable to oblige due to other commitments. Reuben to be contacted in the first instance.

3.3 Richard Clark, Simon Maxwell, Nick Bateman, Sheena Kerr, Melinda Cuthbert et al's Pharmacoepidemiology paper is to be published in Drug Safety

Due for publication in early 2007. The committee congratulated Simon on this achievement.

3.4 Melinda's MPhil Project

Melinda is currently doing this. The best way of gathering data on ADRs in Oncology may be via e-systems.

3.5 BMJ for Students Articles on Clinical Pharmacology

Simon advised that one article will cover ADRs and he will be supporting the authors.

3.6 Pre-Registration Projects on ADRs

Sheila noted that there is always a need for projects for pre-reg pharmacists and suggested this resource could be used for e.g. following on from Melinda's MPhil or to conduct other research. Simon always has a range of potential projects which may be suitable for this group.

ACTION S NOBLE

3.7 Generic ADR Presentation

Sheila and Melinda have been updating this and will circulate to the Advisory Group before their next meeting.

**ACTION M CUTHBERT
AND S NOBLE**

4 Date and time of next meeting

Tuesday 22nd May at 11.00am in Pharmacy meeting room, RIE.