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***Minutes for the Dudley LOC Committee Meeting held at 6.30p.m. on Tuesday 23rd April 2024***

**Held as a Zoom Meeting**

**Committee in Attendance**

Shamina Asif (Chair) Paul Sidhu (Secretary), Mark Tuffin (Treasurer), Charles Barlow, Shazad Mahmood, Ameerah Riaz Ahmed, Qadar Baz, Rosie Birhah, Sonia Tyrell, Hussnan Ejaz, Gurdeep, Amir Afzal, David Wright, Jasheen Mangat, Nicky Ferguson

**1. Apologies**

There were no apologies.

**2. Declarations of Interest**

No new Declarations of Interest.

**3. Minutes of the Previous Meeting**

RB proposed as an accurate record and AA seconded.

**4. Matters Arising from the Minutes**

* Amir following up emails with Mary Bairstow trying to arrange a convenient time for a Zoom meeting to discuss Jigsaw supporting corporate links with Optometry. Amir confirmed a meeting will be taking place within the next week or so.

**ACTION: AA**

* CB to send out some dates for drop-in session on EeRS, for distribution. Carried Forward

**ACTION: CB**

* MT to investigate and chase up outstanding sponsorship monies from the last CPD event. MT to double check but thinks all been paid.

**ACTION: MT**

* **11.1 LOC Cloud File Storage**

CB raised the issue with the National Forum who are looking into how they can support LOCs. with these matters.

* Under AOB - Amir proposed holding a Peer Discussion which was IP-relevant with CPD points to aid more Optometrists. SA said this was a good idea and would take it back to the Workforce Development meeting as holding it via Workforce Development would encompass more IP Optoms. CB suggested that it would be a good idea also to organise an IP network at the same time. SA looking into this.

**ACTION:** SA

**5. Correspondence**

Nothing to report.

**6. GOS Update**

Briefly mentioned in CB’s report.

**7. CUES Update**

Covered in CB’s Report – Quarterly report received and circulated. Next review meeting is now in 6 months.

All other relevant information is covered in CB’s report.

**8. Chairs Business**

**Meeting reports for Dudley LOC meeting 23/04/2024**

**Ophthalmology meetings**

Discussion around promoting cat surgery at NHS trusts, a video has been made for the public to see how cataract surgery is like at the trust. There are plans for having leaflets and QR codes. There was a discussion around CUES and promotion of this to increase uptake and there was a discussion around BMEC – how to stop the number of walk ins and make sure they are seen in the community. There was also a discussion around new cross hospital as well to see what they can do to stop people turning up, and procedures they can have in place in ED.

There was also a discussion around checking records to see if patient choice was given for which provider by looking at records – unsure how this would be implemented.

**HLOP**

Contracts have been renewed – stands at one optical practice at the moment that is doing alcohol screening. I am still awaiting training for alcohol screening for those practices that are out of date and I am still waiting on health champion training

Breast cancer screening – there was breast cancer screening mobile units and public health wanted to promote this in nearby pharmacies and optical practices. I contacted 8 practices and they all agreed to have the promotional material – even those practices that were not HLOP. Parmjit from public health was really impressed with the staff and how keen they were to promote the message.

Myself and Gurdeep did a presentation to cardiovascular disease network on NHS Health checks – as a result of this – there has been great interest from NHS England on blood pressure monitoring. There has been provisional agreement to give blood pressure monitors to some optical practices as well as training. I am applying for funding for optical practices in the west mids to carry out nhs health checks in the circa of £50,000 over a period of one year about 15 practices. Will be sending out expressions of interest.

**Workforce** **development** – grand rounds soon at New Medica, paediatric training at RHH or BMEC, glaucoma training, and dispensing training day in September/October – remember free for all optoms.

ICB meeting – they have recognised optometry needs to be part of the primary care collaborative – and that they will keep engaging and meeting with us. There were some questions raised around an increase in number of GOS sight tests – we gave some reasons.

NF commented that there is a massive increase in requesting sight tests from GPs which might explain the above increase in numbers. CB suggested to congratulate the ICB on their successful Public Health campaigns to increase sight tests and prevent sight loss.

BMEC meeting using trivice as a way of referring and BMEC triaging. Hussnain has been trialling from Specsavers Dudley. He reported it was good to be able to speak to a Consultant however some referrals were rejected on a postcode basis. His review of Cinapsis was very positive. CB stated that BMEC are contractually obliged to see all referrals and to let him know of any further refusals

We visited practices with the director of primary care collaborative Jonathan Obud – he didn’t even know CUES existed! Had an eye problem and had gone to A and E. Thanks to Shahzad for hosting.

RHH post cat launch

The contract for post cat appointments in the community should be signed on the 1st May – this is between RHH and Dudley practices. We are looking at a potential launch date middle of May or later. This will be a face to face CPD event – launch event please do attend. Rosie is organising.

MT reported that 2 separate day courses have been booked for Paediatric Dispensing at the NRC. The talk will be given by Alex Webster and will be open to both DO and OO. Dates 10th and 11th September.

**9. Regional Update**

## CB Report to Dudley LOC – April 2024

## Workforce Development Summary Full report at Appendix 1.

## A total number of 43 higher qualifications awards have been paid since January 2023 totalling £34,164

## A further £19,298 has been allocated for applicants so far this year.

## The grant applications portal is permanently open.

## Funding amounts and eligibility - It was agreed to fund 100% of glaucoma certificates and 75% of other certificates. Only new applicants would be eligible, no retrospective claims. IP offers of 50% to continue.

## Further Grand Rounds VR sessions are planned with improved booking processes and priority for those previously waitlisted.

## OCT workshops are being organised • Paediatric workshops – are planned for this summer with BMEC.

## ICB IP placements and funding for glaucoma training has been allocated.

## Dispensing upskilling workshops (paediatric ) with ABDO are scheduled for September

## FB workshops planned. • A new Glaucoma workstream is looking at for practical areas, including PACs plus.

## EeRS Update EeRS went live on December 15th. • Referrals can be made to Russells Hall

## Walsall Hospital went live last week

## Wolverhampton Hospital goes live 8th May

## Sandwell Hospitals (including BMEC) goes live 21st May

## It is expected that cross place referrals (i.e. from Dudley to Wolverhampton) will be enabled on 11th June. • BMEC is going live with an emergency service which if successful will also be adopted for Russell’s Hall and Wolverhampton. (no more waiting on the phone!)

## Have presented to the LMC and also sent out through the ICB comms to all GP practices and managers and GPs.

## Dudley have 21 Practices Live, 5 in progress and 20 not started, we require help to get those 20 practices engaged.

## Enhanced Services update - I have attended three Contract Review meetings on behalf of the LOC with PES and the ICB commissioners. Important points are:

## Have supported the commissioners with their work on new contracts for us.

## They have rolled over the existing contracts until the new contracts are ready

## The commissioners have agreed to build in GERS and cataract post op into these contracts, subject to suitable financial modelling.

## We requested increased fees for services in line with NHS contracting uplifts. There is discussion around a Single Point of Access for the Black Country – if so we need to be able to influence this decision.

## Other areas of Interest; BMEC Forum I was asked to attend the BMEC emergency forum on the 26th January. I was the only representative from primary care. In essence BMEC can’t cope and the hospitals are not working collaboratively. The Trusts agreed a degree of shared resource working and are setting up wider groups around Emergency Care, Diagnostics & OPD, Neuropthalmology and Workforce and Training. The latter is the only one where we can have any influence and I have requested LOC input into this.

**10. Hospital Liaison Business**

NF reported that Cinapsis has streamlined referrals but there is still a massive backlog of follow-up appointments. The last number was 5,000 patients exceeding their target date. The only practical suggestion NF said was just to confirm when queried that they are still on the waiting list. (Mostly Glaucoma follow-ups). CB confirmed that GERS should be rolled out across the whole region shortly to help with this situation.

**11. Secretary’s Business**

AGM – there will be a few members of the LOC up for re-election and there are 2 vacant seats currently. Vacant seats will be for 2 years. PS to email members who are up for re-election. He asked if anyone was going to stand down. No-one is planning to.

Constitution Review – PS submitted some thoughts on this with help from CB.

**12. CPD Officer’s Business**

Alex Webster from ABDO will be presenting at the AGM for CPD on Interpersonal Relationships. Date of AGM is 11th June. Sponsored by New Medica.

Mr Rundit Sharma (Clinical Lead at Russells Hall) will be doing a presentation on the roll out of the new Post-Cataract service – date to be confirmed in the next few weeks. RB to push for 15th May and will let SA know.

**ACTION: RB**

ST asked if the AGM would be recorded as she is away on the actual date. RB said this is not possible.

There is a Foreign Bodies workshop on 10th June being organised by Workforce Development.

**13. Treasurer’s Report**

Balance at end of March 118k spilt approx £85K for EERS and 32K Dudley LOC funds

Payroll Locum Kit have forwarded the P60’s already this is because they have taken our claims for Feb that were paid in March 2024 as the end of the year. Therefore they will take March expenses ( including the balance of the honorarium payments) paid in April as the start of earnings for the new financial year. As this was the case I have made the accounts reflect this also. I have come to terms over the last few months with working along side Payroll Locum Kit and it is becoming a little more slick as the months go by.

Dudley LOC are on the whole very good at sending in claims that are on time and up to date and this makes dealing with the payroll easier. The same cant be said for other LOC’s sending invoices for EERS payments they are often 5/6 months behind occasionally incorrect and I think Wolverhampton LOC are yet to send in any bill at all. This means that the EERS side of the accounts takes a disproportionate amount of time to reconcile.

The balance looks healthy although it does not show March expenses as mentioned above and the March payment to LOCSU that has still to be made.

The accounts have been sent to auditors E R Grove and will hopefully be ready by the AGM.

At the previous meeting I was asked to give a breakdown of the expenses claimed at the last NOC but as the paperwork has been sent to the accountants for audit I will have to supply this at the next meeting.

**14. Authorisation to act and email conversations**

The motion from previous meetings was put to the committee (*the committee give continued permission and authority for officers to deal with and make decisions on matters that arise that need urgent attention. When this occurs, wherever possible a discussion by email with the Committee should take place before a decision is made. Whenever possible and reasonable officers should bring all matters that require decisions to the next committee meeting, and decisions will only be made outside meetings where waiting is not a realistic option.)*

Agreed unanimously

**15. Authorisation to act on ROC**

The motion from previous meetings was put to the committee (*The committee to agree to Charles Barlow and Paul Sidhu continuing to represent the LOC at HWMROC, with permission for them to use their judgement when deciding if individual decisions made there amount to minor decisions or major decisions. For decisions they consider minor they are authorised to act on the LOCs behalf. For all decisions they consider major they must seek to have those ratified by the LOC, and they must make this clear to the ROC.)*

Agreed unanimously

**16. A.O.B.**

CB – PS/CB have dealt with 2 queries from contractors regarding their actual contracts when purchasing/selling practices. In short the advice from CB/PS is to contact the NHS a long way in advance to notify them. PS has some short-cuts on the website but otherwise contact PS.

PPV – CB reported that this is being carried out region by region across the country – assessing various metrics and picking those practices based on those metrics. Some examples of metrics are early retest codes, high numbers of GOS4s, high numbers of small claims, etc. CB reports that the NHS are entitled to ask you for 330 records and you are expected to digitally upload them. His advice in general is that if you are contacted to let your LOC know asap.

**17. Date of Next Meeting**

The next LOC meeting will be held on Tuesday 16th July 2024 – 6.30pm via Zoom. The meeting closed at 8.20pm

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| Action | Action by |
| Amir following up emails with Mary Bairstow trying a Zoom meeting to discuss Jigsaw supporting corporate links with Optometry. Carried Forward | AA |
| CB to send out some dates for drop-in session on EeRS, for distribution – Carried Forward | CB |
| IP CPD suggested SA to take to Workforce Development plus try to put in place an IP network | SA |
| MT to investigate and chase up outstanding sponsorship monies from the last CPD event – MT double checking – thinks everything paid. | MT |
| RB looking into a presentation date of 15th May for Post-Cataract Services roll out | RB |