

Item: 9.1

PRIMARY CARE QUALITY & PERFORMANCE SUB COMMITTEE

MINUTES OF THE MEETING HELD ON MONDAY 8 OCTOBER 2018,
11.00AM – 13.00PM, BOARD ROOM, WILBERFORCE COURT,
ALFRED GELDER STREET, HULL, HU1 1UY

PART 1

PRESENT:

S Smyth, Director of Quality & Clinical Governance/Executive Nurse, Hull CCG (Chair)
E Butters, Head of Performance and Programme Delivery, Hull CCG
J Crick, Associate Medical Director, Hull CCG
N Dunlop, Commissioning Lead – Primary Care, Hull CCG
K Martin, Deputy Director of Quality & Clinical Governance/Lead Nurse, Hull CCG
K Memluks, Quality Lead, Hull CCG
EOpare-Sakyi, NECS Medicines Optimisation Pharmacist, North of England
Commissioning Support
H Patterson, Primary Care Contracts Manager, NHS England

IN ATTENDANCE:

Jade Adams, Personal Assistant, Hull CCG - (*Minute Taker*)
R Worsdall, Project Support Officer, Hull CCG

WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting and those present introduced themselves.

1. APOLOGIES FOR ABSENCE

Apologies for Absence were received from:
Colin Hurst, Engagement Manager, Hull CCG
Kevin McCorry, Senior Pharmacist, North of England Commissioning Support

2. MINUTES OF THE MEETING HELD ON 18 JULY 2018

The minutes held on the 18 July 2018 were approved as a true and accurate record.

Resolved

(a)	The minutes of the meeting held on 18 July 2018 be taken as a true and accurate record.
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3. MATTERS ARISING / ACTION LIST

18/07/18 6 - Primary Care Quality Report – The BMA guidance on GP practices removing patients from lists has gone out in the GP newsletter.

The Associate Medical Director made contact with the Screening and Immunisation Team at NHS England to discuss the Newborn Screening incident at HEY and it was confirmed that appropriate tests and management was taken.

18/07/18 11 – Draft Flu Plan

All other actions were marked as closed.

Resolved

(a)	That the Action List from the meeting held on 16 May 2018 be updated accordingly.
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4. NOTIFICATION OF ANY OTHER BUSINESS

Any proposed items to be taken under Any Other Business must be raised and, subsequently approved, at least 24 hours in advance of the meeting by the Chair.

Resolved

(a)	There were no items of any other business to be discussed at this meeting.
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5. DECLARATIONS OF INTEREST

In relation to any item on the agenda of the meeting members are reminded of the need to declare:

- (i) any interests which are relevant or material to the CCG;
- (ii) any changes in interest previously declared; or
- (iii) any pecuniary interest (direct or indirect) on any item on the agenda.

Any declaration of interest should be brought to the attention of the Chair in advance of the meeting or as soon as they become apparent in the meeting. For any interest declared the minutes of the meeting must record:

- (i) the name of the person declaring the interest;
- (ii) the agenda item number to which the interest relates;
- (iii) the nature of the interest;
- (iv) be declared under this section and at the top of the agenda item which it relates too;

Name	Agenda Item No	Nature of Interest

Resolved

(a)	There were no declarations of interest noted.
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6. Q1 INFECTION PREVENTION AND CONTROL REPORT

The Deputy Director of Quality and Clinical Governance/ Lead Nurse presented the IPC Report for Information.

Highlighted within the report was:-

As part of the Gramme Negative collaborative work J Crick will be taking over the Catheter care. Referrals into HEY remain an issue from Primary Care.

In the period April 2018 to June 2018 there had been no MRSA BSI cases attributed to Hull CCG. .

Two Infection Prevention & Control Workshops for lead Practice Nurses had been delivered twenty three nurses attended the two sessions.

Changes suggested to be made to the document at the next Sub Committee were:

- Quarter 2 information which I have informed them will be ready for next meeting
- More information on the GP audits there was some concern around stating that no audits had been undertaken as practices themselves undertake IPC audits and we need to be saying this
- They wanted to see links to antibiotic prescribing
- More links to the GP Groupings
- Break down of Ecoli per practice and identification of the issues
- Feedback on the no dip project
- Feedback on the NHSI collaborative and how this relates to Primary Care

Resolved

(a)	The Primary Care Quality and Performance Sub Committee noted the IPC Report.
(b)	The changes suggested to the report would updated for the next IPC Report.
(c)	The Quarter 2 IPC Report would be presented at the November Primary Care Quality and performance Sub Committee Meeting.

7. DOMESTIC ABUSE/ DOMESTIC HOMICIDE REVIEWS UPDATE REPORT

The Quality Lead presented the Domestic Abuse/ Domestic Homicide Reviews Update Report for information.

A discussion took place and it was agreed that the report would be shared in the GP contact us newsletter.

Resolved

(a)	The Primary Care and Performance Sub Committee Members took the Domestic Abuse/ Domestic Homicide Reviews Update Report for information.
(b)	Details of the report would be shared in the GP contact us newsletter.

8. BCM

The Quality Lead verbally updated the Sub Committee with regards to BCM.

The OPEL System was yet to be in place at GP practices, once the OPEL system was in place, a template BCM plan would be shared with practices.

Resolved

(a)	The Primary Care Quality and Performance Sub Committee Members Noted the BCM update.
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9. TERMS OF REFERENCE

The Quality Lead presented the updated Terms of reference report for discussion.

The Primary Care Quality and Performance Sub Committee agreed the changes could be made to the terms of reference with the addition of *what the CCG are responsible for in the section the Purpose. The Sub Committee noted further changes would need updating to the Terms of reference.

Resolved

(a)	The Primary Care Quality and Performance Sub Committee Members noted the Terms of reference
(b)	The personal Assistant would make the changes to the Terms of reference suggested by the Sub Committee.

10. FOR INFORMATION

PRIMARY CARE JOINT COMMISSIONING COMMITTEE MINUTES

11. ANY OTHER BUSINESS

No other business was discussed

12. DATE AND TIME OF NEXT MEETING

20 November 2018, 1pm – 3pm, Board Room, Wilberforce Court, Hull, HU11UY

Abbreviations

CHCP	City Health Care Partnership
CoM	Council of Members
CQC	Care Quality Commission
FFT	Friends & Family Test
HEYHT	Hull and East Yorkshire Hospitals NHS Trust
HSCIC	Health and Social Care Information Centre
Hull CCG	Hull Clinical Commissioning Group
Humber TFT	Humber Teaching NHS Foundation Trust
NHSE	NHS England
PAG	Professional Advisory Group
PALS	Patient Relations
PCJCC	Primary Care Joint Commissioning Committee
PCQ&PSC	Primary Care Quality & Performance Sub Committee
QSG	Quality Surveillance Group