



MEDICINES MANAGEMENT GROUP

Wednesday 14th September 3.00pm

Microsoft Teams and Green Room

MINUTES

Present
Chair (AQ) (BT) (UM) (RWD) (RH) (SO) (PR)

Apologies
(RR) (LBG)

Observers
(KC)

1	Attendance and Apologies
	AQ welcomed KC, new Digital Pharmacist and everyone. In addition, noted apologies received. There was no declarations of interest.
2	Minutes from last meeting
	The minutes from the last meeting were noted as a true and accurate record.
3	Action Log
	Please refer to Action Log for updates.
4	Rolling Agenda Items
	<ul style="list-style-type: none"> Unlicensed Drug Request Forms: <ul style="list-style-type: none"> Oxytetracine – antacid, oesophagitis. No concern (AQ noted VCC has 2 consultants named Dr. Evans so will need to differentiate by using initials on the list). Oral SACT Handbook Update: <ul style="list-style-type: none"> no new oral SACT drugs added since last meeting

- Medicines Safety Group Highlight Report:
 - RD presented the report to the group. The group noted that medical representation required – **Action: BT**
 - Hydrocortisone kits being prepared by SMPU
 - UM to update the group once immunotherapy group have completed all related actions related to the PSN 057
- Health and Care Standards Update:-
 - RD presented the paper to the group. The group noted rolling programme for QA.
 - Open actions:-
 - Prescribing passport
 - Implementing Chemocare Version 6
 - For 2023-24, the following actions have been identified:-
 - BOPA:
 1. Screen all patients for Hep B surface antigen
 2. Revise process for maintaining the SACT prescriber register
 3. Tall Man lettering implementation – scope the viability for implanting across SACT and MM, eg ChemoCare, protocols etc
- Medicines @Home Update:-
 - RWD presented the KPIs to the group. M@H performance is good especially given the increase activity.
 - To continue
 - PR raised that WBS are considering use of Homecare Company for delivery of G-SCF for Stem Cell harvest. RWD offered to provide advice/insight into homecare providers.
 - RWD raised that nominated medic not yet identified for M@H service. BT will seek update from Medical Directorate.
- Unresolved incident:-
 - This is the third unresolved incident involving Medicines Management within the past 6 months.
 - SBAR developed in recognition that the incident remains unresolved and that VCC QSMG requested close oversight of further unresolved incidents.
 - The group discussed the incidents and possible recommendations to mitigate against further similar occurrence. Detailed discussion took place as to the new reconciliation process and the group confirmed their assurance by the process as described. To include in QSMG report.
- National Prescribing Indicators:-
 - 3 NPIs are of relevance to VCC.
 - Yellow Card – The group noted drop from Q4 2020-21 to Q4 2021-22. RWD noted that Q4 2020-21 high number could be partly due to yellow cards submitted as part of COVID vaccination campaign. However, given that all medicine related hospital admissions and all side effects possibly caused by “black triangle drug” should be yellow carded, the low numbers submitted by VCC were considered unacceptable. **Action: T+F group to determine sustainable suggestions to increase submission.**
- Oral SACT Education:-
 - UM presented the group to the group. Previously submitted and approved by VCC SLT. This will also send to VCC QSMG for noting.

	<ul style="list-style-type: none"> • PSN 055:- <ul style="list-style-type: none"> - SOP completed. Senior Nurse Group postponed and hence had not been approved at the time that this meeting was held. - Quotes for capital monies being sought. • MMG Highlight Report:- <ul style="list-style-type: none"> - UM presented the report to the group and approved. UM/BT to add additional details on some bullet point before submit to VCC QSMG. Paper will be brought back to VCC MMG.
5	AOB
	<ul style="list-style-type: none"> • VCC is experiencing Chlorphenamine IV medication shortage. VCC Procurement Technician is seeking suppliers. VCC Pharmacy is considering contingency. E.g. ring-fence IV for hypersensitivity and converting IV Chlorphenamine to po Chlorphenamine on SACT ChemoCare charts. Formal (NHS) position will be known on 16.09.22 after procurement/contracting update has completed.
	Next Meeting
	<p>Date of Next Meeting: 9th November 2022</p> <p>Papers submitted by: 2nd November 2022</p>