

## Minutes of LOC meeting Tuesday 16<sup>th</sup> February 2021 via Zoom

Present: Fawn Bennett, Alvaro Borges, Amy Clarke, Nigel Harris, Sid Maher, Eshmael Palmer, Ian Shapcott, Adrian Street, Ankur Trivedi

### 1. Apologies

Apologies had been received from Clare Griffin

### 2. Declarations of conflicts of interest

There were no new declarations of conflicts of interest

### 3. Minutes of last meeting

The minutes of the last meeting were approved

### 4. Matters Arising and Action Points

#### *Action Points from last meeting*

			<b>Status</b>
i	Send link to AGM recording to Ian	Adrian	Completed
ii	Clarify YAG referral is not a new Enhanced Service	Alvaro	Completed
iii	Share Kerry's contact details with Eshmael re CET	Alvaro	Completed
iv	Confirm extended Eye Casualty hours during lockdown	Eshmael	Completed
v	Check if editable Wet AMD referral was available in the Trust Eshmael was still waiting for a response, he would check the existing form on the LOC web-site <sup>i</sup>	Eshmael	Ongoing
vi	Confirm Opera update complete	Adrian	Completed
vii	Clarify Opera situation regarding SpaMedica Ankur reported SpaMedica were not yet included in the CCG commissioned pathway in Gloucestershire	Ankur	Completed
viii	Answer queries regarding vaccination & chase general booking dates	Alvaro	Completed
ix	Value of tariff for Low Vision Assessment at Trust Eshmael unable to ascertain the relevant tariff	Eshmael	Completed
x	Check with Sid regarding SM brief Deferred to next meeting, LVA presentation had taken priority. Add to agenda for next meeting <sup>ii</sup>	Alvaro	Ongoing
xi	Check PPE stock	Adrian	Completed
xii	Expenses claims to Nigel	All	Completed
xiii	Check current Patient Information & identify possible updates Fawn had noted there were no contact details for SpaMedica. Alvaro would obtain the information so the information would be able to be updated quickly if SpaMedica join the same pathway as other providers <sup>iii</sup>	Fawn	Ongoing
xiv	Fawn & Sid Dropbox access	Ian/Ankur	Completed
xv	Dropbox lesson	Ian/Ankur	Completed

Alvaro reported that he had received very positive feedback for the finance bids and the Committee congratulated Alvaro on getting an excellent document prepared in such a short space of time.

#### 5. Treasurers Report

Nigel had added up to date Treasurers Report to Dropbox, the balance was a healthy £68,489.35.

Nigel reported that he had a LOCSU Treasurers meeting coming up and would request advice regarding the old outstanding unpresented cheques.<sup>iv</sup> He would also check on Adrian's status with the online banking and liaise with Adrian to ensure access was available.<sup>v</sup>

#### 6. PES Update

Ankur reported that the Opera migration was ongoing, all live post-ops from Optomanager would transfer straight away and closed cases would move over in due course. Records should still be able to be accessed on Optomanager.

The Cataract Health Questionnaire was causing some concerns as there were issues with getting the patients to complete and return them on-line. A suggested work around was to e-mail the questionnaire to a practice e-mail address for the patient to complete with some assistance if required. Ankur would compare the health questions with what was on the Optomanager.<sup>vi</sup>

The CAQ score needed to be entered in the Comments until the system was updated. Ina would update the web-site to reflect these changes.<sup>vii</sup>

#### 7. Adult Low Vision Pathway Presentation

Alvaro and Sid went through the presentation they had developed for the CCG and asked for any feedback or suggestions by the 26<sup>th</sup> February.<sup>viii</sup>

All agreed it would be a really good service to offer and thanked Alvaro and Sid for another excellent piece of work.

Eshmael thought it would be helpful due to the rural nature of the County and the scheme should work well in conjunction with the Trust Low Vision service, there was no reason referrals both ways shouldn't be possible if the Community Scheme is established.

#### 8. Pathway Development

Following the work on the Low Vision Pathway Alvaro had been looking at other possible schemes that were listed on the LOCSU web-site.

- Healthy Living Optical Practice – Alvaro felt this was convoluted and Nigel noted there was a very similar service offered by pharmacies. In answer to Fawn's question Amy thought the service could be provided by a DO or OA. Amy also mentioned it was funded by PHE on Worcestershire and would forward the Dudley LOC chair's contact details for further background.<sup>ix</sup> Alvaro & Fawn to investigate this possibility further.<sup>x</sup>
- Maculopathy Filtering and Monitoring – this had been included as an option in the short notice finance bid by Alvaro.

- Learning Disabilities – Alvaro had seen a presentation from SeeAbility which suggested that a standard eye examination was not always appropriate for those with learning disabilities and felt this would be a good pathway to pursue. It was suggested the Committee see the presentation or possibly promote this at the AGM.
- OHT Monitoring – an Ophthalmologist was in place to oversee the existing scheme but migrating Optomanager to Opera was the priority for PES at the moment.

#### 9. CET 2021

There was a need for a Peer Discussion event in the County to ensure practitioners could meet their CET requirements. It was agreed that an event around emergency cases would be a good idea, Eshmael suggested that the Eye Casualty nurses might be able to help with cases. Alvaro to contact Kerry to discuss further. <sup>xi</sup>

#### 10. Levy

Alvaro suggested a drop in the Levy might be appropriate and Nigel had provided some projections for different Levy amounts. Nigel reported that income was approximately £1k per month less than pre-Covid and it wasn't clear whether there would be an increase in the future.

It was noted that some of the reserve was earmarked for reaccreditation events that had been postponed in 2020 that needed to be arranged as soon as was possible.

Alvaro suggested 0.5% would be suitable in the short term until reserves were reduced, a reduction of 0.4%. Amy mentioned that in Worcestershire the levy could be increased or decreased by a set amount as appropriate without waiting for the AGM and Ankur felt 0.25% would be a reasonable amount if this was agreed at the AGM.

Nigel would check what an appropriate reserve might be and also try and find out the average level of levy across all LOCs. <sup>xii</sup>

#### 11. Any Other Business

Ian asked of official confirmation had been received regarding Lansdown Lodge closing? Amy reported this was definitely the case but alternative premises for consulting rooms were being investigated and the 'phone number and e-mail were still being monitored.

To avoid duplication, Adrian would keep the community database up to date if everyone passed any changes on to him. <sup>xiii</sup>

#### 12. Date of Next Meeting

Tuesday 16<sup>th</sup> March 7:00pm

## Action Points

i	Check existing Wet AMD form	Eshmael
ii	SM brief on agenda for next meeting	Adrian
iii	SpaMedica contact details	Alvaro
iv	Advice regarding old outstanding cheques	Nigel
v	Secretary access to on-line banking	Nigel/Adrian
vi	Health questionnaire comparison	Ankur
vii	Update web-site	Ian
viii	Feedback or amendments to LVA presentation	All
ix	Dudley LOC chair contact details to Alvaro	Amy
x	Investigate Healthy Living Practice further	Alvaro/Fawn
xi	Contact Kerry re Peer Discussion CET	Alvaro
xii	Ascertain appropriate reserves and average levy	Nigel
xiii	Send any community database updates to Adrian	All