

Minutes of LOC meeting Tuesday 10th September 2024

Present: Alvaro Borges, Courtney Campbell, Amy Clarke, Tom Gacek , Nigel Harris, Dave Jeavons, Sid Maher, Rakhee Price, Ian Shapcott, and Ankur Trivedi

Guests: Danielle Ellis, Vice-Chair North Central London LOC, our new LOCSU Advancement Lead
Steve Roberts, Vice-Chair Herts LOC and newly appointed LOCSU Advancement Lead

1. Welcome/Apologies

Amy welcomed our guests, Danielle Ellis and Steve Roberts from LOCSU

Apologies had been received from Riz Choonara, Emily Emm, Peter Greedy, Andy Partridge and Adrian Street.

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 Committee meeting were approved.

4. Matters Arising and Action Points

Action Points from last meeting:

i.	CPD points and cost of FB workshop	Complete
ii	VMT Referrals	Ongoing
iii	Ascertain individual member's availability for practice visits	Ongoing
iv	Source slit lamp supply (and sponsorship) for CPD day	Complete
v	Contact Anna Warner re CLiP challenges for hospital	Complete
vi	GP Education events 2025	Ongoing
vii	Feedback to ICB on need for audit of stated cataract wait times	Ongoing
viii	Distribute new WhatsApp Rules document	Complete
ix	Add content to 'Next Newsletter' folder (by Aug 15 th)	Complete
x	Proactively communicate the work of the LOC	Ongoing
xi	Decide policy for CPD day stands for COL/PES	Complete
xii	Red eye Peer review session	Ongoing

vii. Danielle shared that in North Central London the cataract wait time data is owned by the ICB. They are responsible for its accuracy and its distribution.

5. Chair's Update

Amy reported figures from the CPG meeting that the low vision service has now seen 69 patients in total, 21 domiciliary and two in practice. A TV aid has been added to the dispensing equipment box. In total 75 aids have been dispensed.

There has been some uncertainty regarding funding of COL phase 2, but it is now 99% certain that full funding will be secured. A pathways meeting is scheduled for September 24th and Alvaro will attend for the LOC. Phase 2 will involve uploading OCT scans and providing advice and guidance. The importance of the need for a fee to cover the additional work and ensuring equity of access was emphasised during our discussion.

An update was provided on the VCHP initiative. In the first quarter, 21 patients were seen, with 3 referrals and 19 receiving glasses. In the second quarter, 19 patients were seen, with 17 receiving glasses and no referrals. The manager, Karen Gennard, is leaving. A replacement, as yet unnamed, has been appointed.

PES has been appointed as the provider for the hypertension pilot, including training and onboarding. Criteria to evaluate the effectiveness measures for the pilot study are yet to be established.

6. ROC / PES Business Day Attendance

The South West Regional Optometric Conference takes place in Bristol on November 18th. Alvaro will create a poll to gauge availability of committee members to attend^{vi}.

It is important that the LOC have a representative at the PES Business Day in Manchester on October 2nd/3rd but it clashes with our CPD day. It is proposed that either Amy or Alvaro attend and apologies will be given for them at the CPD event.

7. Meeting formats –continue with hybrid?

Recent difficulties with hybrid meetings appear to have been overcome by the use of new AV conferencing equipment sourced by Ankur and Sid. Nigel will keep the equipment and Alvaro will act as back-up if Nigel cannot attend.

8. Clinical

Alvaro reported on attempts to clarify the situation around the protocol for high-risk patients experiencing flashes and floaters. He has contacted Ben Clarke, the Vitreoretinal Lead, whose response is a little ambiguous. Alvaro will contact again for further clarification^{vii}.

Amy has also contacted Ben Clarke for clarification around VMT referralsⁱ.

The Triage Line Delay Report form has been running for three weeks and has received four reports so far. It was agreed that a longer period is needed before conclusions are drawn.

Nigel Kirkpatrick, clinical director of Newmedica, has informed us that they will not be offering bilateral sequential cataract surgery on the NHS due to sterilization requirements; however, it can be available privately for patients who request it.

Ian confirmed that a disclaimer has been published stating that we cannot offer clinical advice to the general public through the LOC website.

8.1 PES Update

Ankur's update about the low vision service, hypertension pilot and the PES business meeting had been shared earlier in the meeting.

9. Comms/IT

Sid reported the successful production and distribution of the August newsletter by the Comms team. The new arrangements for Newsletter development have worked well. The newsletter has received 284 views so far, with previous editions reaching over 700 views.

The investment in new conferencing equipment to facilitate hybrid meetings has been a great success. The committee thanked Ankur, Sid and Steve for their input.

Ian has set up our new members, Courtney, Emily and Rakhee on the LOC MS365 platform.

10. Events

Dave gave a summary of the arrangements for CPD Day on October 2nd. Lectures are confirmed on The Customer Journey, Leadership, Glaucoma, Dry Eye, and Myopia Management. Workshops on foreign body removal and reflection statements.

PES, COL, GREG and Blueworks will share two tables in the exhibition space.

Ticket sales are at a similar level to this time last year but there is an awareness that motivation in the community may be lower at the end of the CPD cycle so every effort needs to be made to encourage attendance. Marketing strategies were discussed including the production of short videos and emailing last year's attendees who have not signed up this year^{viii}.

There is a provisional plan for a Skittles social event in November.

11. Finance – Treasurer's Report

Nigel reported that the levy had been increased from 1.5% to 2%, which was implemented quickly and effectively. The committee was now spending less than it was receiving each month, helping to rebuild reserves depleted during the COVID-19 pandemic.

There is a balance of £26,932.85 in the main account and £10,447.56 in a high-interest account, generating £450 in interest year-to-date.

The need for additional signatories on the account to ensure continuity in case of unforeseen circumstances was discussed. Sid and Peter were agreed to be added as authorized account holders. It is suggested that the process to arrange this is started as soon as possible as it can take some time to complete^{ix}.

Nigel confirmed that audit of the 2023-24 accounts is not yet complete. He will contact the auditors to chase^x.

12. Any Other Business

Alvaro suggested that Sid send details of LOCSU's LOC Induction course to our new members, Courtney, Emily and Rakhee^{xi}.

Amy shared a concerning case where a patient with a corneal ulcer had been misdirected through various healthcare services before receiving appropriate care. The committee suggested raising this as a case study at the next CPG meeting.

Dave reported a case of inappropriate advice to a low vision patient from the hospital low vision clinic. If more detail can be provided, Ankur will feed this back to the hospital.

13. Date of Next Meeting

TBD – Tuesday November 26th or Thursday 28th November

Action Points

i.	VMT Referrals	Amy/Clinical
ii	Ascertain individual member's availability for practice visits	Sid/Comms
iii	GP Education events 2025	Clinical
iv	Feedback to ICB on need for audit of stated cataract wait times	Ankur/Amy
v	Red eye Peer review session	Clinical
vi	Poll for attendance of ROC, Bristol	Alvaro
vii	Contact Ben Clarke for high-risk F&F protocol clarification	Alvaro
viii	E-mail CPD Day 2023 attendees about 2024 event	Sid
ix	Add Sid/Peter as bank a/c signatories	Nigel/Sid/Peter
x	Contact auditors re progress on 2023-24 accounts	Nigel
xi	Circulate LOCSU Induction Course details to new members	Sid

Abbreviations

LOCSU	Local Optical Committee Support Unit
VMT	Vitreomacular Traction
ICB	Integrated Care Board
COL	Community Ophthalmic Link
PES	Primary Eyecare Services
CPG	Clinical Programme Group
VCHP	Vision Care for Homeless People
ROC	Regional Optometric Conference
GREG	Gloucestershire Retinal Education Group

Minutes Clinical group meeting (via Teams)

2024.09.04

Apologies

Riz Choonara

In attendance: Alvaro Borges / Ankur Trivedi/ Andy Partridge/ Amy Clarke

Minutes of previous meeting

Discussion about Clip, this was discussed at the last main LOC meeting, but not a lot of progress achieved

- Ankur will try to get a better understanding from the AOP and Anna Warner (Trust)

Action log - Update

Amy says IP CUES episodes referred by other practitioners appears to have subsided, as many of those weren't perhaps appropriate for IP input.

Ankur reckons approx 20 IP episodes per month. At the moment ? 6 IP optoms in the county, but not all are Full Time.

Hypertension update

ICB was keen on scope of service to include all patients 18+ but now agreed with a 40+ as this would be more cost effective and most likely less false positives.

PES will have a module ready. At the moment in trial for GM. Glos will be second area to become live (embargo - not to be shared)

Ankur still doesn't know PES fee, pushing for a smaller fee than other locally commissioned services, as this pilot service attracts a smaller fee for practices. .

Trust reply to F+F high risk local protocol

Discussion on the F+F email from Ben Clark

Events Team Meeting 3rd September 2024: Minutes

Present: DJ, EE, NH, PG, RP, SM

PG welcomed the new coopted team members Emily and Rakhee. Some orientations given. Agreed to use WhatsApp and emails as needed for messages until EE and RP set up on Teams.

CPD Day

1. Running order for the day:
 - 07.30: Arrival and set up
 - 08.30: Registration and EXPO open (Refreshments)
 - 09.00: Welcome and introduction. PG
 - 09.05: CPD 1. Hoya – Customer journey
 - 10.15: CPD 2. Peter – Leadership
 - 11.15: Break and EXPO
 - 11.45: CPD 3. Nigel K – Glaucoma
 - 12.45: Lunch and EXPO
 - 14.00: CPD 4. Thea – Dry Eye escape room
 - 15.00: Break and EXPO.
 - 15.30: CPD 5. Essilor – Myopia management
 - 16.30: Close and depart
2. PG to visit Kingsholm to discuss food and logistics for the day. (EE join if possible)
3. Workshops to run parallel to all CPD main sessions.
 - FB – Topcon supporting Ankur and Andy. (6 people per session). Ankur has very kindly agreed to take the lead for this workshop with support from Events team
 - Reflection statements – Alvaro and Nigel to oversee. (6 people per session)
 - Sign up – possibly by Eventbrite otherwise email to attendees. PG to check Eventbrite.
4. Confirmed sponsor list:
 - Apellis – new GA drug.
 - BiB – Equipment: OCT and Biometry
 - Essilor – TBD
 - Good Karma – Spectacle frames
 - Grafton – Kit: TBD
 - Hoya – Lenses
 - Newmedica
 - SpaMedica
 - Spectrum Thea
 - Topcon – Kit TBD
 - Wolf – Spectacle frames
 - Uni of Glos
 - PES/GREG
 - COL/Blueworks.
5. Dermot Keogh has requested to be able to pitch his podcast with John Ferris. Offer 5 min pitch as part of Thea CPD. DK offered some £ to do this as it is a commercial venture sponsored by Thea. PG to speak to DK
6. Marketing plan.
 - Priority now to get more people signed up to the event.
 - SM to message all LOC's/LOCSU
 - PG has emailed AOP. Add to this GOC and COO
 - SM to do regular social media, email and WhatsApp messaging.
7. Finances: All sponsors now sent invoices.
8. On the day:

- PG bring popup posters and flags.
- Bring lanyards for name badges.

AOB:

Skittles evening social.

- Venue: London Inn
- Date TBD but currently either 12th or 13th November.
- LOC being supported on this by Tom Hayward.
- PG to approach SpaMedica who previously offered sponsorship of this.

Gloucestershire Local Optical Committee Treasurers Account			
2024-2025			
INCOME	Item	INCOME	
	Opening Balance at 01/04/24	£ 18,570.50	
	Statutory Levy	£ 30,817.61	
	Bank Interest and Refunds	£ -	
	Other credits	£ 1,411.37	
	TOTAL INCOME		£ 32,228.98
EXPENDITURE		EXPENDITURE	
	Chairs Time	£ 1,170.00	
	Secretarys Time	£ 852.00	
	Treasurers Time	£ 2,280.00	
	HMRC PAYE	£ 2,816.00	
	Committee Expenses	£ 7,781.14	
	Travel	£ 494.73	
	Courses	£ 350.00	
	Other expenses	£ 35.47	
	Room Hire / Meetings	£ 7,364.53	
	CPD Costs	£ 45.00	
	Website	£ 677.76	
	TBC	£ -	
	TBC	£ -	
	OTHER costs	£ -	
	TOTAL EXPENDITURE		£ 23,866.63
	INCOME SURPLUS/ (DEFICIT)		£8,362.35
	Total		£ 26,932.85
	BANK STATEMENT AT 31/08/2024		£ 26,932.85
	Variance		£ -
	Trade Creditors	£ NIL	
	Nigel Harris	TREASURER NAME	
		date of report	02/09/2024



< Your Accounts

32 DAY NOTICE ACCOUNT 19575249LS

£ 10,447.56 Balance

2.50 % Gross p.a. (variable) ?

Hypertension Meeting 25/7/24 Update

No prescription for protocols as of yet. A few counties elsewhere do have set ups so it might be a mixture of Glos and other Counties.

Query on using PES/Opera for the service. Looking most likely at present

21 Practices signed up 1/3 of total county. At present no high priority HBP areas.

Open to 18yrs+ Patients not jiuust over 40.

Not clear at this stage if it will be for any member of the public or for practice patients. I advised it would be better for practice patients rather than walk ins. NO finalisation , yet, but could be a mixture of both depending if the practice wants to.

Result of BP will either be no action, Pharmacist or GP . Pharmacy lead looking into how thats possible,

Sufficient training, helped by G Mennie. Optical assistants are able to carry out the tests.

Query if Domiciliary suitable.

Looking to start this Autumn

