

Pharmaceutical Advisers**MKCCG Prescribing Group****Terms of Reference****Purpose**

To act as the body authorised to ratify medicines policy on behalf of NHS Milton Keynes Clinical Commissioning Group (MKCCG) and its member practices and to provide advice to the CCG, GP practices and primary care health professionals on medicines related issues.

To link with other agencies and groups such as the hospital, community health services, prison and council, to work towards coherent local prescribing and medicines optimisation policies.

Activities

- To ratify prescribing policy on behalf of MKCCG and member practices and to advise them on prescribing policy matters which relate to primary care.
- To advise on CCG/MKHFT joint prescribing policies.
- To approve the content of Patient Group Directions for use within primary care.
- To approve the content of Prescribing Incentive Schemes
- To advise GP Commissioners and CCG Senior Management Team on the cost-effective use of prescribing resource and receive feedback on prescribing performance indicators, including QIPP.
- To review information on the cost and effective use of medicines within the Milton Keynes health economy and provide advice to prescribers on best practice.
- To provide a primary care view to the MK Medicines and Therapeutics Committee.
- To advise on the content of the Milton Keynes Joint Trusts Formulary.
- To provide a forum for debating and advising on medicines management issues including local aspects of national initiatives.
- To provide a forum for debating GP-pharmacy and other inter-professional issues.
- To provide a forum for discussing and advising on prescribing and medicines management issues across the primary/secondary care/ community care interfaces.
- To encourage joint working with the prison pharmacy
- To advise prescribers and managers on the prescribing implications of NICE Guidance and other national policy.
- To advise on the work plan of the Pharmaceutical Advisers and neighbourhood Pharmacists.
- To disseminate information on good prescribing practice.

Reporting mechanisms

- The MKCCG Board, MKHFT Medical Director and Medicines and Therapeutics Committee to receive minutes for information.
- Minutes and agenda to be made available to members of the public according to NHS MK policy on freedom of information; minutes to be posted on the FormularyMK website
- The MKCCG Prescribing Newsletter carries a section on reports from the group on significant issues
- Prescribing Annual Report
- Members to feedback to their colleagues at their discretion and formally through neighbourhood Quality and Performance Team Leads

Meetings

Meetings will normally be held bi-monthly on the first Wednesday of every second month, starting at 7.30am. Between meetings, consultations may take place via email and decisions can be made providing they reflect the opinion of the majority of the group (minimum 3 pharmacists and 3 GPs.)

Membership of the group

NHS MKCCG Director of Clinical Development / Chief Pharmacist

NHS MKCCG Senior Pharmacy Technician

6 General Practitioners

1 Non-Medical Prescriber

Chief Pharmacist or Formulary Pharmacist, MKHFT

Chief Pharmacist MKCHS

Pharmacist, Woodhill Prison

Community Pharmacist

Patient representative

District Nurse

Quorate

2 pharmacists – one of whom must be a pharmacist employed by NHS MK

3 general practitioners

Term of Office

The Chair will be appointed by the Group and will serve initially for 1 year. The Chair may be re-appointed for a further term with the agreement of the Group.

Review

The Terms of Reference will be reviewed every 2 years.

Date approved: January 2013

Date of review: January 2015