

Meeting Minutes

Title of Meeting	Somerset Local Dental Committee (LDC), Quarterly Meeting, September 2014
Date	Tuesday 11 November 2014
Time	19.00 – 20.30
Venue	The Fountain Inn, 1 St Thomas Street, Wells, Somerset, BA5 2UU

Somerset Local Dental Committee Members Present:

Dr Geoff Worrall, Chairman, South Somerset Constituency Representative (GW)
Dr Andre Louw, Secretary, Somerset Coast Constituency Representative (AL)
Dr Mike Biccard, Treasurer, Taunton Deane Constituency Representative (MB)
Dr Simon Albiston, South Somerset Constituency Representative (SA)
Dr Peter Hollins, Taunton Deane Constituency Representative (PH)
Dr Richard Leworthy, Mendip Constituency Representative (RL)
Dr Vinay Shah, Mendip Constituency Representative (co-opted from Somerset Coast) (VS)
Dr Martin Fulford, Professional Dental Lead, NHS England BNSSSG Area Team (non-elected Somerset LDC member) (MF)

In Attendance:

Miss Emma Childs, Secretarial Support (EC)

Apologies:

Dr Jane Foggin, Taunton Deane Constituency Representative (JF)
Dr Bob Gordon, Somerset Coast Constituency Representative (BG)
Dr Gary Irvine, South Somerset Constituency Representative (GI)
Dr Lucy Silk, Mendip Constituency Representative (LS)
Dr John Smalley, Somerset Coast Constituency Representative (JS)
Dr Matthew Clover, Member of the General Dental Practice Committee (GDPC) (non-elected Somerset LDC member) (MC)
Dr Andy Sprod, Primary Dental Care Services (non-elected Somerset LDC member) (AS)

Item	Item Description and Action	Action
1	Welcome and Introductions	
1.1	GW welcomed everyone to the meeting.	
2	Apologies for Absence	
2.1	Apologies were noted for those listed above.	
2.2	During the last LDC Meeting it was agreed to invite Jane Luker and Manuel Blanco-Guzman as guests to the Somerset LDC's annual end of year Christmas meal.	
2.2.1	AL informed the LDC that Jane Luker and Manuel Blanco-Guzman sent their apologies for absence but thanked the LDC for the invite. In addition, if invited Jane Luker would also be happy to attend any future LDC meetings.	
4	Matters Arising	
4.1	The LDC reviewed the minutes from the previous meeting, and the following 'Matters Arising' items were raised:	

4.2	<p>(1) Item 4.3 ‘Proposed Future LDC/Area Team Liaison Meeting’s (GW): The first Somerset/Avon LDC’s liaison meeting with the Area Team has been provisionally booked for 3 December 2014. GW advised that the Area Team would not be willing to pay for the room hire. Somerset and Avon LDC’s have agreed to each pay half each to cover the room hire. GW/AL agreed to report back to the Somerset LDC the outcome of the liaison meeting.</p>	GW AL
4.3	<p>(2) Item 4.2 ‘Levy’ (LDC): Over the course of several meetings the Somerset LDC has had numerous discussions concerning the appropriate levy collection figure with Avon LDC. Historically, the levy collection figure in Avon LDC has been substantially higher than the Somerset LDC collection.</p>	
4.3.1	<p>GW advised that the Avon LDC have taken higher levy figures compared to the Somerset LDC because they have been more proactive investing in Dental Nurse Training courses etc.</p>	
4.3.2	<p>The Somerset LDC discussed about whether funding will be required for the Dental Nurse Training programme in Somerset. EC provided an update from AS on behalf of the Primary Care Dental Services concerning Dental Nurse Training:</p> <ul style="list-style-type: none"> • The Primary Care Dental Services are in the process of setting up a Dental Nurse Training Programme via evening classes to be based in Bridgwater. The expected start date for the training course is in late 2015, or early 2016. • The Primary Care Dental Services have been working with the NEBDN to ensure quality of training, and have had excellent advice from Sue Irvine in the early stages. <p>The Somerset LDC funding of the Dental Nurse Training is to be discussed further during the next LDC meeting.</p>	
4.3.3	<p>It was agreed that a levy need to be collected again as the LDC are becoming more proactive and are utilising funds on different projects (i.e. Connecting with Colleagues and Clinical Governance Events). In addition, MF suggested the LDC members being paid a guild rate for the out of hour’s time spent as a LDC member. The LDC agreed to arrange a meeting with the Avon LDC half an hour before the Area Team Liaison meeting to agree a levy collection figure.</p>	LDC
4.4	<p>(3) Item 4.4.4 ‘Performance Steering Group’ (LDC): During the last LDC Meeting in September 2014, the LDC debated the possibility of reviving the PASS group, as a performance steering group. GW advised when the Somerset LDC first met with the Area Team in July 2013; the Area Team sent an expression of interest in reforming the PASS Group.</p>	
4.4.1	<p>The Somerset LDC sought the views of MF whether there was any benefit to reviving the PASS Group. MF advised that the Area Team has made progress in regards to how clinical governance arrangements with Performers are managed. The PAG Group has a statutory position and obligations to manage Dental Performers who have areas of concern, whilst PASS does not. Therefore, MF suggested that at this present time there is no requirement for the reformation of the PASS Group. MF also informed the Somerset LDC how the current PAG Group structure operates with Dentists who have any performance, clinical governance or patient safety issues. The LDC will review the reformation of the PASS</p>	

	group if there proves to be a requirement in the future.	
4.4.2	During the last meeting, AL circulated an email around all LDC members requesting for Somerset LDC representatives for the next Area Team PAG meeting. RL and JF agreed to represent the Somerset LDC at the PAG meetings. JF agreed to attend the next PAG meeting in December 2014.	JF
	PH joined the meeting.	
4.5	(4) Item 4.4.5 'Performance Steering Group' (LDC): At the previous LDC Meeting, LS raised the discussion of the LDC members becoming trained Mentors to support local Dental Practitioners (with a free mentoring course being held in London on 11 December 2014). The LDC supported the suggestion and LS agreed to compile together a proposal. Due to LS's absence from the meeting, GW informed the LDC that LS is in the process of developing a proposal; and this will be completed by the next LDC meeting.	
4.5.1	MF explained in depth the type of Mentors required by the Area Team for Dentists who have performance issues: 1) Dentists who have interim conditions, and need to submit personal development plans via the Deanery. 2) Dentists who have been referred to PAG at a local level with performance concerns (Deanery involvement). 3) In-House Mentors for Dentists who have had conditions imposed on them, as they have no experience of working under the stipulated GDS contract regulations.	
4.5.2	Prior, to the meeting RL had been in conversation with LS who is very keen to set up mentoring at a local level for Somerset Dentists who require support. RL and LS will both be attending the mentoring training course in London, and, in this respect, RL requested that Somerset Dentists that have been referred to PAG to be referred over to the LDC trained mentors. MF agreed to refer this back to the Area Team.	MF
4.5.3	The LDC debated about whether there should be funding towards mentoring Dentists in Somerset who are having performance issues. The group also debated whether funding would be appropriate for Dentists who have conditions imposed on them but demonstrate improvement, but inappropriate for Dentists who have self inflicted conditions (e.g. fraud).	
	MB joined the meeting.	
4.5.4	AL suggested that the LDC funding should be towards Dentists who are referred via the Success scheme, and not the PAG cases which the Deanery is involved with. The overall view of the group was that the funding would at this stage be more appropriate for the Success cases; further discussions would need to take place.	
4.5.5	The LDC agreed to discuss this further during the next meeting, and will make a formal decision regarding the LDC's involvement in Mentoring for the local Somerset Dentists.	LDC
5	Dental Update	
5.1	MF offered to answer any questions from the LDC regarding the Area Team:	

<p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p><u>1) Area Team Structure:</u></p> <p>AL questioned what the current state of play was regarding the future of the Area Team. MF advised of the following:</p> <ul style="list-style-type: none"> • The BNSSSG Area Team has merged with the Devon, Cornwall and Isle of Scilly Area Team. • The Director of BNSSSG, Anthony Farnsworth, is now the CEO for the Southwest region. • The current Area Team Head Offices are remaining within the same locality. • The current members of the Dental Team in Bristol will remain the same, however, there is no longer any administrative support within the Dental Team. <p><u>2) Foundation Dentist (FD) Performer Number Issues:</u></p> <p>GW questioned the issues of FD's being unable to obtain a Performer Number. AL mentioned that there has been a month's delay in issuing FD Performer Number. This resulted in a delay in the transmission of FP17 claims and a month's delay in paying Foundation dentists and trainers. MF reassured the LDC that even though it has been a difficult process, MF is now signing off Dentists' applications to join the Performers List. Consequently the process should be completed much faster.</p> <p><u>3) Occupational Health:</u></p> <p>At the last LDC meeting, AL requested for the Area Team to ascertain why the Dental Nurses first Hepatitis B injections are taking a minimum six to eight weeks to complete by Occupational Health. Since this meeting, MF advised the LDC to telephone Occupational Health on a daily basis for an appointment. MF will relay still ongoing problems with Occupational Health back to the Area Team.</p> <p><u>4) Referral Management Centre:</u></p> <p>AL explained to MF that there have been problems with the patient referral form being bounced back if the Dentists tick more than one box for the patient location choices. MF agreed to relay this back to the Area Team as the referral form is meant to allow patient choice.</p>	<p></p> <p>MF</p> <p>MF</p>
<p>6</p> <p>6.1</p> <p>6.2</p>	<p>Connecting with Colleagues Forum, 29 September 2014</p> <p>The last Connecting with Colleagues Forum was on 29 September 2014 and held at Lyngford House, Taunton.</p> <p>Prior to the LDC meeting, Lucy Silk circulated an Evaluation Report following the forum. Everyone reviewed the report and agreed that the forums were beneficial and should continue. Within the Evaluation Report, LS proposed the next forum for January 2015, the LDC agreed to proceed with another forum. GW agreed to contact LS regarding the approval for another Connecting with Colleagues forum.</p>	<p>GW</p>
<p>7</p> <p>7.1</p> <p>7.2</p>	<p>Clinical Governance Event, 8 October 2014</p> <p>The Clinical Governance Event was on 8 October 2014, and held at Lyngford House, Taunton. The event was held following the success of the previous event in January 2014.</p> <p>EC circulated an Evaluation Report to all LDC members following the Clinical Governance Event. The LDC agreed that the event for those who</p>	<p></p>

7.3	<p>attended found it beneficial, and the feedback was positive.</p> <p>However, the LDC had a lengthy discussion regarding the Dentists who said they would attend the event but then DNA'd (did not attend). Post the event, EC circulated an email to all Dentists on behalf of the LDC Chairman requesting the reasons for the Dentists who DNA without providing any formal notice. It was agreed that if there are to be any future events then a protocol needs to be implemented for the Dentists who previously DNA, as this incurs unnecessary expenditure to the LDC.</p>	
7.4	<p>The LDC agreed to discuss at the next meeting whether they wish to proceed with a future Clinical Governance Event for 2015.</p>	LDC
8	Success	
8.1	<p>There were no latest updates regarding Success.</p>	
9	Treasurer Report	
9.1 – 9.4	RESERVED.	
10	Any Other Business	
10.1	<p><u>Somerset LDC/Avon LDC and Area Team Liaison Meeting, 2014:</u> The liaison meeting with the Area Team has been provisionally booked for 3 December 2014 at The Hankridge Arms, Taunton. The LDC agreed to circulate an email to all Somerset Dental Practitioners asking for any agenda items they wish the LDC to raise with the Area Team.</p>	LDC
10.2	<p><u>Dental LPN Update:</u> Due to LS being unable to attend the meeting, LS circulated the draft BNSSSG Area Team, LPN newsletter to all LDC members to review. In addition, LS also advised that Alasdair Miller would be stepping down as the Dental LPN Chairman, and the BNSSSG Area Team are currently recruiting for a new Chairman. The LDC agreed to review the draft newsletter and provide any comments.</p>	LDC
10.3	<p><u>Dental Nurse Training:</u> As discussed earlier on in the meeting, AS on behalf of the Primary Care Dental Services sent the following information regarding Dental Nurse Training:</p> <ul style="list-style-type: none"> • The Primary Care Dental Services are in the process of setting up a Dental Nurse Training Programme via evening classes based in Bridgwater. The expected start date for the training course is in late 2015, or early 2016. • The Primary Care Dental Services have been working with the NEBDN to ensure quality of training, and have had excellent advice from Sue Irvine in the early stages. <p>LS also sent an update regarding Dental Nurse Training in relation to an Oral Health Nurse Training Course due to be organised by Mike Wheeler:</p> <ul style="list-style-type: none"> • Mike Wheeler is in the process of setting up an Oral Health course for Dental Nurses (provided by the Deanery), and hopefully will start next year. • The course will prepare nurses for the Oral Health Education qualification, and is planned to run on one afternoon a month for a year. 	

10.4	<p><u>Andy Sprod, Primary Care Dental Services (PCDS) Updates:</u> Due to AS being unable to attend the LDC meeting, the updates were asked to be raised with the LDC:</p> <ul style="list-style-type: none"> • <u>Dental Nurse Training:</u> Covered in Item 10.3. • <u>Tendering:</u> Somerset Partnership PCDS recently won the tender to provide PCDS services in West Dorset, Dorset and the Isle of Wight, commencing 1 April 2015. In addition, PCDS also won the tender to provide dental services to the Bristol cluster of four prisons. • <u>Dental Fluoride Varnish Programme:</u> The programme is running until April 2016 and is funded through the Local Authorities. • <u>Dental Epidemiology Programme, 5-year-olds:</u> The programme is about to commence across Somerset. • <u>Waiting Times:</u> The wait times are all running at about six to eight weeks for referral to treatment. • <u>Rachel Pinder, Assistant Clinical Director:</u> Rachel Pinder is retiring at the end of this year, after providing dental services to patients in Somerset over the past 20 years. Rachel Pinder will be greatly missed by the Somerset Partnership PCDS team. <p>The Somerset LDC End of Year / Christmas Meal, 2014.</p>	
12	<p>Date of Next Meeting</p>	
12.1	<p>The next Somerset LDC Meeting is to be held on Tuesday 3 March 2015, at 19.30, and to be held at The Hankridge Arms, Taunton, Somerset.</p>	