KLDC Minutes July 2019

MINUTES OF THE SIXTY-FORTH MEETING OF THE KENT LOCAL DENTAL COMMITTEE HELD ON WEDNESDAY, 3rd APRIL 2019

These minutes should be read in conjunction with the attached reports relevant to each agenda item were appropriate/available as presented to the meeting. If any links in this page do not work, please let us know via the Top Menu / Contact page.

AT 6.00 PM AT

THE HOLIDAY INN, MAIDSTONE ROAD, ROCHESTER, KENT ME5 9SF

Present: Drs Ahmad, Barham, Bhatti, Carstens, P Chopra, R Chopra, Davies, Elder, Hartle, Hymas, Hogan, A Patel, N Patel U Patel, Ramamoorthy, Sheridan, Shivji, Smith, Unter, Watts, Winstone, and Willis-Lake,

Observers: Drs Roshith Valigamannil, Shabat Momin, Shilpi Rattan and Muneer Patel.

The current Secretary (Dr J M Unter) took items 1-3 of the agenda

1. INTRODUCTION TO AGM AND WELCOME TO OBSERVERS

The current secretary Dr Unter opened the 64th meeting (AGM) and thanked members for their attendance. He also gave a warm welcome to the new observers: - Drs Roshith Valiyamannil, Shabat Momin, Shilpi Rattan and Muneer Patel.

2. KLDC ELECTION RESULTS **[Report attached Item 2]**

The 2019 election results were tabled and passed to members to review the results. Dr Unter thanked Tracy Moynes (Clerk) for acting as Returning Officer and her help with the election. Introductions were made around the table so that the newer members could familiarise themselves with the rest of the group.

3. APPOINTMENTS

(a) Chairman – Dr Unter thanked Dr Hogan for his efficient chairing for the previous year. Nominations were sought by Dr Unter for this year: Dr Hogan was **proposed** by Dr Uj Patel and **seconded** by Dr Shivji. There being no other nominations Dr Hogan was re-elected unopposed.

(b) Vice Chairman – This position had been vacant for the last year. Nominations were sought by Dr Unter but nobody volunteered to stand for this position, therefore it was agreed to continue to leave this post vacant at present.

The secretary handed over to the Chairman (Dr T P Hogan) to take the remaining Agenda Items

4. CONFIRMATION OF APPOINTMENTS AND HONORARIA

(a) Secretary – Dr Hogan thanked Dr Unter for his work as Secretary for the previous year. Nominations were sought for this year: Dr Unter was **proposed** by Dr Watts and **seconded** by Dr Barham. There were no other nominations, therefore Dr Unter was re-elected unopposed. The Honoraria for secretary was **agreed** at 70 sessions (no change)

(b) Treasurer – Dr Hogan thanked Dr Winstone for his work as Treasurer for the previous year. Nominations were sought for this year: Dr Winstone was **proposed** by Dr Shivji and **seconded** by Dr Watts. There were no other nominations, therefore Dr Winstone was re-elected unopposed.

Honoraria for Treasurer was **agreed** at 12 sessions (no change).

(a) Chairman (Honoraria only): The Honoraria for Chairman was **agreed** at 12 sessions (no change).

(b) Confirmation of co-opted members – The following members Drs Davies, Elder and Willis-Lake confirmed they would like to continue in their capacity as co-opted members. **Action**: Dr Unter to write to Dr Johnstone to see if he would like to continue in his position. [Following the meeting Dr Unter contacted Dr Johnstone who confirmed that Dr Willis- Lake is the official EK representative but he would still like to be on the emailing list so that he can attend the LDC once in a while but not as a co-opted member].

(c) Election to casual vacancy (West) – Dr Unter advised that there was a two year committee vacancy in West Kent despite the recent biennial election notices sent to every West Kent performer. Dr Ahmad who had previously worked in and represented East Kent had expressed an interest in this position as he now worked in West Kent. It was **agreed** he should be appointed to this post (a two year term)

5. APOLOGIES FOR ABSENCE

Apologies were received from: Drs Banvir, Chandni, Hamill, Myint, Nugent, V Patel, Varghese, Wood and Willis-Lake.

6. REPRESENTATIVES ON COMMITTEES [**Report attached: Item 6~KLDC Representatives]**

Dr Unter gave a quick synopsis of the various committees. Dr Winstone advised that he would like to stand as LMC representative. He felt that he had extensive connections with NHSE which could potentially expand communications between colleagues. Dr Hogan was happy to support him. Dr Unter had heard from Dr Nugent who whilst was happy to continue in this capacity would also support Dr Winstone if he should choose to stand in his place. It was therefore **agreed** that Dr Winstone would be the new LMC Representative. All other positions remained unchanged.

7. LAST MEETING, WEDNESDAY, 9TH JANUARY 2019 **[See previously published Jan 2019 minutes]**

(a) Confirmation of Minutes– There were a couple of minor amendments to the minutes. Dr Unter advised that the minutes would have a slightly changed format in order to include links as appropriate so that the various reports for the meetings already circulated could subsequently be opened under the relevant agenda items.

(b) Matters Arising:

2(b) - Guidance for OPGs – Dr Winstone advised this was all in hand.

7(a)(i)(a) - Kent Local Dental network (LDN) – Dr Unter advised that he raised the inclusion of the DCA who performed endodontic triage to the chairman Brian Miller at the last meeting he attended.

7(a)(iv) - It was noted that the information given regarding bariatric chairs was incorrect at the last meeting but an update note had been added to the minutes by the Secretary. Patients can be accepted at 21 stones maximum but anything over can be referred. There is policy information on the KLDC website. https://kldc.org.uk/kldc-minutes-apr19/

9 - Orthodontic Matters – Dr Unter was asked write to Annie Godden regarding the loss of the orthodontic services at Dartford and the impact this is having on the orthodontic service provision/travel for child patients etc. Mrs Godden was concerned because she thought that this information was confidential and asked the KLDC to wait until she could advise what exactly was proposed and why. Dr Sheridan added that Daniel Burford had advised that Medway Hospital was not ready for patients to be transported yet. Dr Davies advised that she had spoken with the Ortho MCN.

13 - Heales – Dr Unter advised that Nash Patel had written an 11 page objection. It appears that Heales are not prepared to talk to anyone and they are not taking any responsibility. It seems this is an ongoing issue but Dr Unter will carry on trying to contact someone at NHSE with overall responsibility for the Heales contract.

Dr Hogan advised that the measles and rubella inoculations are now provided for free from GPs for anyone born after 1972.

8. NOTICE OF ANY OTHER BUSINESS

(a) Information Governance (IG10~14) – Dr Hogan

9. SECRETARY

(a) Correspondence – (not reported elsewhere) – Dr Unter sought permission as usual to report items as they appear on the agenda. It was advised that if dentists require an interpreter the NHS will fund this only in the Medway area because of historical funding arrangements. Medway Compass Centre provide a telephone translator service – but this would be chargeable for practices in Kent (rather than Medway). NHSE has suggested it is hoping to fund a telephone service for all practices – not much use if the patient is deaf. Colleagues unsure what is the minimum requirement when asked to provide interpreting services are advised to check with the BDA and/or their defence organisation.

(b) Report of Meetings (not reported elsewhere) – Dr Unter sought permission once again to report on items as they appear on the agenda.

(c) Draft Annual report **[Report attached: Item 9(c)~Secretary's Report 2018~19 for KLDC AGM]**
Dr Unter's draft Annual Report had been circulated. Dr Hogan thanked him for all his hard work in drafting this report. No changes were required and it was **agreed** the report could be inserted in the KLDC Annual Report publication.

10. TREASURER

(a) Annual Report – **[Report attached: Item 10(a)~Treasurers Report]**

(Dr Winstone's annual report was tabled).

Dr Winstone advised members that the LDC claim form had been amended in the claimant's declaration section to highlight that the claims are paid without deduction of Tax/NI and recipients are responsible for that. He asked new members to add their email address, sort code and bank account numbers onto their claim forms.

Donations as agreed at the KLDC January meeting and reported on the tabled annual accounts have been made.

The KLDC annual accounts were discussed in some detail by Dr Winstone. The time spent on LDC matters total was 4% less than the 2017/2018 total, indicating fewer sessions claimed. There had been a £10 increase in the British Dental Guild rate, so the Honoraria had gone up accordingly.

In the accounts, Dr Winstone confirmed the "Others" amount consisted of – room hire for meetings, bankcard charges, LDC Officials Day, Channel group of LDCs and LDC insurance.

(b) Statutory levy - The amount received by the LDC from the statutory levy was in 2018/2019 greater than the budget figure. Hence the balance in the LDC bank account is higher than at the start of the year.

A paper detailing the payments the treasurer should make from the LDC account was tabled. This had been updated from the previous version of April 2017. Updates included urgent authorisation of funding for a member to attend a meeting and an update to recognise that members not attending the quarterly LDC meeting may email their claim to the treasurer in advance of the next meeting.

The British Dental Guild (BDG) rate for 2019/2020 will be agreed by the Guild management committee on 12/04/2019. It was agreed that KLDC will adopt the new Guild rate and backdate to 01/04/2019. Also agreed was that the evening meeting fee, 15% of BDG rounded to nearest £ will be amended accordingly and adopted by KLDC.

Dr Winstone also advised that the budget for 2019/2020 will be submitted to NHS England South East (KSS) after the new BDG rate is known. The main change to the budget will be an increase to fund the PASS scheme. Dr Unter asked if the LDC would continue to fund the Channel Group which he estimated this year to be around £600 and this was **agreed**. Dr Winstone advised members that payments would be delayed this month until the guild rate (from 1st April) is announced. [Secretary's note: The new Guild rate for 2019/20 was subsequently confirmed as £300 per session spent on LDC business]

11. PASS – Practitioner Advice and Support Scheme **[Report attached: Item 11~PASS scheme (draft)]**

Dr Hogan had circulated documents in advance of the meeting. He advised that all LDCs are planning to develop a PASS scheme following a BDA initiative and recognising the increasing support that dentists need in general practice. He had prepared a scheme for Kent after extensive comparison of several existing schemes nationally. The Kent scheme would require two facilitators with their appointments made by the PASS Committee. He discussed whether or not there was a need for lay representation – which seemed unnecessary at this stage. He advised that both he and Dr Unter had enrolled on a three-day course for training facilitators set up by the Deanery / eWisdom. He felt that they both had lots of experience in helping dentists over the yeas informally with similar issues that PASS is intending to cover. However, in time he felt that both he and Dr Unter will need to be replaced and therefore suggested that a further 2 LDC members join the PASS committee with a view to facilitator training in the future. Currently it is unknown how much work will be involved. The training days were coming up soon so they will know a bit more once this has happened. Dr Hogan felt that if the committee were happy with the draft submitted it could be approved – this was **agreed**. Dr Hogan advised that he had spoken at length to NHS England about this self-referral assistance and how this could link with PAG and PLDP supporting colleagues. There was some discussion as to whether PASS was open to DCP's but it was advised that it is only open to dentists as they are the only ones who pay into the levy currently. Dr Hogan will share the scheme with the BDA and with West Sussex & Surrey LDCs..

12. NHS ENGLAND MATTERS

(a) NHS England (South East) – Dr Unter had nothing of significance to report.

(i)(a) Kent Local Dental Network (LDN) **[Reports attached: Item 12(a)(i)(a)~LDN meeting Feb 2019** and **Item 12(a)(i)(a) Report of the Restorative MCN]**

Dr Unter reported on the LDN meeting which was held in Horley on 21st February 2019 which was well attended by all the managed clinical networks (MCN). He advised that this was a now very powerful committee. Dr Davies raised the issue of bariatric chairs funding for out-of-hours care. She advised that she had taken this forward to the LDN but it had not got any further. **Action**: Dr Unter said that he would raise this at the next DCQAP meeting.

(b) Dental Electronic Referral Services (DERS) – Dr Unter reported that there had been a number of upgrades. He advised that he had attended a meeting where he had been requested to prioritise a number of items. He gave members an indication of the quoted charges by REGO to upgrade some aspects of the current software

(ii) KSS Performance Advice Group (PAG) – There was nothing of significance to report.

(III) KSS Performer List Decision Panel (PLDP) there was nothing of significance to report.

(iv) DCQAP – [1]**[Report attached: Item 12(a)(iv)~DCQAP Report (1) January 2019]**

Report by Dr Unter had been circulated – Dr Unter drew attention to a couple of items: There were various requests for reductions in contract size to avoid under-performance; Several practices had inadvertently made IG breaches transmitting patient identifiable data using non-secure email in communication with NHSE. Where IG breaches have occurred as long as a practice can demonstrate full compliance with the IG tool kit and staff training NHSE will not necessarily issue a breach notice against the contract.

[2]**[Report attached: Item~12(a)(iv) DCQAP Report Lewes (2) February 2019]**

Report by Dr Hogan had been circulated. Dr Hogan mentioned that the cost of finishing off the treatments in the ortho contracts that have been closed was much higher than anticipated.

(v) SE Coast LDCS (Channel Group) – Dr Unter advised this is between Kent/Surrey and Sussex but that Annie Godden is not going to attend anymore. Next meeting 15th April where the Kent PASS scheme proposals would be discussed

(b) DentaLine **– [Report attached: Item 12(b)~DentaLine Kent LDC Report March 2019]**

Dr Davies advised that following further changes in DentaLine's way of working they are currently re-issuing dentists contracts for provision of service. The new code(s) of reflect these changes to ensure all dentists that work for them are aware and happy with the changes moving forward. They will be offering a training package (computer submission of claims etc.) and she advised that she would be happy to offer some training after tonight's LDC meeting for any members who currently work at DentaLine (this had already been advertised on the agenda for tonight's KLDC meeting).

(b) Dental Practice Advisors – Dr Hymas advised that he is currently quiet with less PAG work but more Medical Directorate work and has been dealing with a couple of complaints. Dr Shivji advised that he has had a few inspections, not much Medical Directorate work and more procurement matters. Dr Winstone has had complaints and screening issues to deal with.

13. THE LDC ANNUAL CONFERENCE - to be held on 6th & 7th June, Birmingham Conference & Events Centre

(a) It was agreed that members attending Conference and dinner this year would be: Drs Hogan, Nugent, Smith, Winstone and Dr Hartle (as GDPC rep).

(b) Motions for Submission – there were no motions to submit.

14. HOSPITAL REPRESENTATIVE REPORT

Dr Elder did not submit a report. He advised that he had attended the Restorative MCN but that not much was happening and there is no restorative guidance yet. DERS is now a provider for electronic referrals in East Kent. Dr Winstone will be triaging endodontics.

15. ORTHODONTIC MATTERS **[Reports attached: Item 15~KSS Orthodontic MCN Newsletter** and **Orthodontic MCN 6th Feb 2019]**

Dr Sheridan had submitted two papers and advised that Jo Clark (Chair of Core MCN Orthodontic Group representing KSS area, formally requested permission and this was granted for them to be included on the KLDC website. Dr Sheridan advised that some children are traveling 40 miles to finish treatment. There will be more information available after the MCN Day on 21st June.

16. SALARIED DENTAL SERVICES

(a) East Kent – Dr Willis Lake was not present at tonight's meeting and did not submit any papers.

(b) West Kent – **[Report attached: Item 16(b)~MCH CDS Kent LDC report]**

Dr Davies asked if we could ask our dental colleagues to respect the waiting times that are reported on REGO which are updated regularly. They have received numerous calls from patients who have been told by their referring dentist that they should be seen sooner by the CDS. Whilst they endeavour to respond to an urgent request for care (including GA) and appreciate the frustration around waiting times for patients referred into the CDS they are only able to provide a limited amount of appointments at their centres and would prefer not to create unrealistic expectations for patients. The waiting time for extractions has gone up. If a case is really urgent it can be referred up to Kings.

17. ORAL HEALTH IMPROVEMENT (OHI) MCN **[Report attached: Item 17~OHI MCN Report on Meeting held 24.1.2019]**

Dr Hogan had circulated a report. This was the second meeting with the new direction all about actions and not reports. The big question was how to make significant improvements in oral health with little or no funding. There is now a growing number of "Buddy" schemes not just in schools but also include care homes and Dr Hogan suggested there may be potential for local practices to form a buddy arrangement with a nearby school with a view to assisting the school in whatever is agreed. This initiative would need to come from the Head approaching a practice as it is clear not all Heads will be interesting in doing this. Wendy Jeffreys from Kent County Council (Public Health specialist) will be looking at trialling this suggestion in the Gravesham area as this is a recognised area of deprivation. The school buddying initiative is to form part of the MCN work plan. Wendy Jefferies has some resource material which will be available to dentists who wish to buddy and this has already been uploaded onto the website. https://kldc.org.uk/oral-health-promotion-resource

18. GENERAL DENTAL PRACTICE COMMITTEE: REPORT OF KENT REPRESENTATIVE (S)
[Report attached: Item 18~GDPC report of the meeting held on 25th January 2019]

Dr Hartle's report had been circulated. She advised that the next meeting was in a couple of weeks. There are four meetings a year. Steve Bryant has resigned. She advised that she has been trying to get the other GDP Rep (Dr Adrian Lesnyak – member for East Kent) to attend without much success.

19. LMC REPORT

Dr Nugent was not present and there was no report submitted.

20. KLDC WEBSITE

Dr Unter advised that there had been a lot of work carried out on the site including updates for CPD courses in Canterbury, referral details for E&W Kent Community Dental Services via REGO/DERS, Kent Workforce Survey and Oral Health promotion (Item 17 refers). The membership list has been updated. It was noted that NHS England have advised frequently look at this site for information.

21. EDUCATION AND TRAINING

Dr Shivji advised that he will now be taking over educational training and will do the Annual Report contribution this year. The current cohort of Foundation Dentists will undergo their final competency progression in July and will complete at the end of August. It is yet to be decided where the education centres for the LaKSS schemes will be next year.

Dr Winstone advised that HE LaKSS will continue to administer the PLVE process, but the administration for EEA and other dentists entering the list with conditions on inclusion relating to training, will from 1st April be managed by NHS England South East (KSS). This is in line with all other areas of England.

Dr Winstone advised that he has been asked to assist NHS England with this. He also advised that he has given notice to retire from his role as Associate Dean and Regional Training Programme Director for PLVE/REDR from mid-May. This will end 26 years of him working for HEE and predecessor bodies. On behalf of the committee the Chair thanked Dr Winstone for his tireless work for dentists in Kent.

22. DATE OF NEXT MEETING Wednesday, 9th October 2019 Holiday Inn Rochester

23. ANY OTHER BUSINESS

Information Governance (IG10 14) – Dr Hogan

(a) Dr Hogan advised that the data security and protection tool kit replaces the previous information governance toolkit from April 2018 and to make sure you are compliant with your information governance. He will look to see if the advice on the KLDC website can be updated to reflect the changes.

The meeting closed at 8.44 pm.

FUTURE DATES:
Wednesday, 9th October 2019 - Holiday Inn, Rochester
Wednesday, 8th January 2020
Wednesday, 1st April 2020
Wednesday, 1st July 2020 &
Wednesday, 7th October 2020