

**MINUTES OF THE FIFTY-SECOND MEETING OF THE KENT LOCAL DENTAL
COMMITTEE HELD ON WEDNESDAY, 13th JANUARY 2016
AT 6.00 PM AT
THE HOLIDAY INN, MAIDSTONE ROAD, ROCHESTER, KENT ME5 9SF**

Present: Drs Ahmad, Barham, Banvir, Davies, Elder, Hartle, Hogan, Kulkarni, Lynch, Kulkarni, Lynch, Newell, Nugent, Manoj Patel, N Patel, U Patel, Myint, V Patel, Sheridan, Shivji, Unter, Watts.

Observers: There were no observers.

It was noted that the following members did not tender their apologies for this meeting: Dr Trivedi and Dr Wood.

1. APOLOGIES FOR ABSENCE

Apologies were received from Drs Adesanya, Bhatti, O'Sullivan, Mahesh Patel and Winstone. Dr Hogan opened the meeting by wishing members a Happy New Year. He confirmed the planned attendance of June Willis-Lake who was the interim looking after Mary Henderson's post between December and March but who was unable to attend tonight's meeting. He also welcomed Dr Elder to this evening's meeting. Dr Elder apologised for missing the last couple of meetings. Dr Hogan emphasised that if members were unable to attend they were required to submit their apologies. If they missed three consecutive meetings, the Constitution states *"A member of the Committee or Sub-Committee shall cease to be a member if he fails to attend three consecutive meetings of the Committee to which he has been requested by the Committee to attend without reasonable cause or notice"*.

2. LAST MEETING – WEDNESDAY, 14TH OCTOBER 2015

- (a) Confirmation of Minutes – there were no amendments to be made and the Clerk as usual would email John Noakes to upload the minutes onto the KLDC website.
- (b) Matters Arising – there were no matters arising.

3. NOTICE OF ANY OTHER BUSINESS

There was no other business.

4. SECRETARY

- (a) Correspondence Received and Written – Dr Unter sought permission from the committee to report items under the appropriate items as they appeared in the agenda.
- (b) Report of Meetings – Once again Dr Unter asked permission to report items under the appropriate agenda items.
- (c) Annual report – this will be presented in draft form at the AGM. Dr Unter requested members to email him of any items they would like to be included in the report. As the KPCA who usually help distribute this report are shortly to close we may be unable to get individual practice mailing addresses (or email addresses) for dentists. Dr Unter would like to propose that the report be uploaded onto the KLDC website as an alternative. This will save around £2,500 in printing and circulation costs. **Agreed:** This will be a topic to be discussed at the next meeting.
- (d) Notice of AGM (Wednesday 6th April 2016) – there are currently two vacancies for committee membership in (former) West Kent. Members are requested to let the Chairman and Secretary know if they want to remain on any sub-committee they have been previously elected to if they are unable to attend the AGM in April. They will also need to submit a short election address in case there are more applicants than positions available.

5. TREASURER

Report – Dr Winstone sent his apologies via his report as he was unable to attend the meeting because he was on leave. His report was read out by Dr Unter:

- He advised that we are still holding funds for the HEKSS Older Persons project.

- He advised we have a healthy balance of Kent LDC funds which will take us into the 2016/2017 financial year with enough surplus to remain in credit prior to NHS England translating the budget estimate he sends them into levy deductions from practice schedules.
- Dr Winstone advised that he will submit a budget to NHS England based on historical activity unless as a result of tonight's meeting he receives instructions that this should be different.
- At tonight's meeting it is usual for members to discuss payments to the various external bodies. For the previous financial year 2014/5 the following payments were made: - British Dental Guild £17,000; Dental Health Support £6000 and BDA Benevolent Fund £3500. He advised that there are sufficient funds in the account to make payments at these levels or to increase these amounts marginally. However Dr Unter commented that at LDC Officials Day, the BDG and BDHT both requested £25 per GDP on the list in Kent. With the number of GDPs in Kent with unique contracts at about 620 practitioners that would be about $620 \times £25 = £15,500$ for each.

Members discussed this and the feeling was therefore that we already pay the BDG more than required – but are well short of where we should be with the BDHT. Although totally confidential there must be colleagues receiving support in Kent and the current contribution should therefore be reviewed substantially. It was **agreed**: to ask Dr Winstone (as Treasurer) what could reasonably be appropriate in this regard.

Dr Unter advised the committee that Dr Winstone may wish to pay monies on this year's accounts and therefore a decision before the AGM may need to be made. There was **agreement** that this could be between the Officers of the KLDC or would have to be held over for full committee approval in April if he was not entirely comfortable with this.

- A modest increase to the Ben Fund at the Treasurers own discretion was **agreed** however.

6. LDC OFFICIALS DAY (Friday 4th December 2015) - this will be reported under item 7 (b).

7. NHS ENGLAND MATTERS

- (a) NHS England – Dr Unter advised that there had been changes to the management and functional responsibilities for some members of the Local Area Team across NHS South (South East). Stephen Ingram will have line responsibility for Pharmacy, Eye Care and Dental Commissioning and Contracting with Richard Woolterton moving over to other responsibilities.
- (b) (i) Kent LPN - NHS England South (South East) – Dr Unter reported that the last meeting of the LPN he attended was on 9th December. This was the last meeting to be chaired by Dr Allen before his retirement. He had achieved a considerable amount since the inception of the LPN. The Kent LPN will continue, in the interim to be chaired by Mark Johnstone. Various items were discussed including DERS; the recent National LPN assembly; the imminent visit of Sara Hurley, CDO to the KSS LAT in March; the Deanery Challenges Conference on 10th March; and an update on the MCN's (Managed clinical networks). With regards to oral surgery there was a discussion of pension arrangements pay for IMOS providers; appraisal; IMOS performance figures; there was also an excellent report by Andrew Elder on an apicectomy audit. (Reported under item 11)
- (ii) KSS Performance Advice Group (PAG) – Dr Unter reported that he only attended one in three of the meetings usually held in Horley as attendance was on rotation with Surrey and East Sussex LDCs.
- (iii) KSS Performers List Decision Panel (PLDP) – Dr Hogan reported that he had not attended a meeting since the last meeting of the KLDC. He was next due to attend in March 2016
- (iv) DCQAP – Dental Contracts & Quality Assurance Panel – Dr Hogan advised that Dr Unter and he share this. The next meeting is on 25th January. Discussions in the main are fair.
- (v) SE Coast LDCs (Channel Group) – Dr Unter tabled notes for the meeting on 11th January that had been attended by the new Chief Dental Officer Sara Hurley. Sara is

beginning to build a specialist team around her with not just clinical expertise but IT, project management etc. Currently the CDO's office have 64 projects which are potentially running and it is intended that these will be streamlined to allow for better focus.

Matters discussed included concerns that in tracking referrals a practitioner could be penalised for multiple referrals when they did not necessarily have the skill set to undertake the referral assessment in the first place. With regards to antimicrobial resistance and prescribing, Sara reported that changes were on the way so that prescribers GDC number and the patient's NHS number would be included on the prescription to allow for tracking of prescribing patterns and the identification of those performers who may need further training.

- (c) DentalLine – Dr Davies reported that they had a very busy Christmas and respectfully requested that practitioners be reminded of their responsibility and arrangements over the Christmas period and ensuring emergency care provision for their patients. They are continuing to relocate/improve their DentalLine Centre at Canterbury and are exploring all suitable options made available to them.
- (d) Dental Practice Advisors
 - (i) East Kent – Dr Hymas reported that he has been doing a lot of record card reviews which was very time consuming. He has also been dealing with a lot of complaints.
 - (ii) Medway and West Kent – Dr Winstone's report advised that he has arranged dates for practice inspections for 2016. He has assisted the Medical Directorate for NHS England South (South East) with complaints and performance issues. He has also attended Performer Assessment Groups. He triaged endodontic referrals that he receives via the new DERS system. He has asked for some amendments to the referral form to capture more data. He has also asked for the dental charting of present/absent teeth to be available. As a result, at the moment, many molar referrals are refused.
 - (iii) West Kent South – this position is still vacant.

Dr Hogan discussed Nick Vaid's very comprehensive report with regards to "bagging of instruments", and felt that finally they had received a satisfactory response. The report states:

- Sterilised instruments / devices are stored in closed trays, mini racks in cupboards /and or covered drawer inserts, lidded boxes/containers or sealed bags.
- Extraction forceps, elevators and surgical instruments are always bagged and dated. In other words the only instruments required to be bagged or wrapped are those instruments/medical devices that are invasive as above providing they are stored appropriately. Dr Hogan said that finally they had received a practice inspection that the KLDC can accept as a standardised check list. **Action:** He requested permission and this was sought from the committee to upload this report onto the website. Dr Unter will write to Annie Godden and advise her that the check list now has the approval of the LDC which was **agreed**.

8. REPORT FROM CONSULTANT IN DENTAL PUBLIC HEALTH

This position is still vacant. Apparently advertisements for two posts in KSS are imminent.

9. ORTHODONTIC MATTERS

- (a) Orthodontic Referral Form – The new form is now available on the KLDC website in manual and electronic completion formats.
- (b) Report - It was felt that two hours training would not be sufficient to be successfully IOTN trained/calibrated. In the interim Dr Sheridan advised that she would be happy to set aside an afternoon to see and evaluate patients without charge in her practice. Currently, the orthodontic guidelines do not require dentists to be IOTN trained, only familiar.

10. SALARIED SERVICES

(a) East Kent – Dr Johnstone’s report was circulated prior to the meeting. He reported that dental services is actively developing redesign proposals to meet the new care pathways and skills required to deliver the pathways as well as realise any efficiencies; Overall patient experience remains high at 98.19% and has remained high for the past 11 months; they have expanded oral health promotion by winning a tender to provide services in Redbridge; they have reached midpoint in the Barts trial with 1600 children recruited; Recruitment has successfully begun on the RECUR study in both Kent and London; they are working with Putney Hospital for Neurodisability (a charity) to release one of their senior Dental Officers to complete a two year research project into links between oral health and chest infections in debilitated patients; they are introducing CSSD in the prison services.

(b) West Kent – Dr Davies circulated a report. She advised that they continue to provide Dental services to referred patients and special care patients in Medway, Swale, and West Kent (Dartford and Gravesham, Maidstone and Tunbridge Wells and Sevenoaks). All of their clinics continue to be audited around hand hygiene and infection control and their compliance is 100% (DentaLine 98%). Referrals are received via their on line referral on:-

<https://www.medwaycommunityhealthcare.nhs.uk/our-services/adult-services/community-dental-service/referral-form/>

The referral now captures all the information and is on the LDC website but can be sent back either by post or electronically. However, if not completed correctly it will be returned. She respectfully asked that dentists be mindful that they are still responsible for the care of their patients until the CDS team has assessed the patients.

11. HOSPITAL REPRESENTATIVE REPORT

Dr Elder’s report was circulated. An audit of apicectomy referrals to IMOS was carried out and this has been completed and presented to the IMOS meeting. This looked at referrals in a three month period and how they met guidelines. Only 24% met the acceptance criteria for the clinical and radiographic information for IMOS referrers.

Regarding Commissioning Guide for Restorative Dentistry – Dr Elder advised that this document has been due to be published at the end of October 2015 - however he believed NHS England were making final revisions to this and until this document is published work cannot commence on reconfiguring services.

With regards to the Restorative Clinical Network – the terms of reference of this committee and work plan 2016 were presented at the last LPN meeting. Dr Elder continues to have informal contact with David Cheshire and all Consultants in Restorative Dentistry in Chichester and Brighton respectively. He proposes an inaugural meeting of a Restorative Dentistry Managed Clinical network be held after the publication of this guidance document to advise on the development of further local endodontic, periodontic and prosthodontics service.

With regards to DERS, Dr Elder advised he had met with Brett Duane and David Erza to discuss Restorative Dentistry referrals. He is working with Brett Duane to develop algorithms for Restorative Dentistry.

He asked that anyone who has any questions to please contact him and he will escalate.

12. GENERAL DENTAL PRACTICE COMMITTEE: REPORT OF KENT REPRESENTATIVE (S)

Dr Hartle advised that there is a meeting in two weeks’ time. She asked that if the committee had any questions to put to the GDPC to let her know as this was a good time of year to feed information through.

13. ORAL HEALTH PROMOTION NETWORK (OHPN)

Dr Davies advised that this was her first meeting as Chair and there was no secretarial support. If this group was to continue to meet she requested someone please point her in the right direction to obtain some support. It was suggested that she needed to seek help and co-ordination from the LPN.

14. LMC REPORT

Dr Nugent reported that the next meeting of the LMC was next month.

15. KLDC WEBSITE (www.kldc.org.uk)

Dr Unter advised that the website included recent updates including updated future meeting dates; orthodontic packs sent by the area teams and removal of the old referral form; removal of the IMOS and Endo referral forms (now these are covered by DERS); updated HTM01-05 document to the most recent guidelines; updated "recent posts" column and the publications, referral forms and information columns; the new referral form for Medway Community Health. The website remains active with 3017 pages accessed by visitors in the last month alone.

16. EDUCATION AND TRAINING – Dental Foundation Training (Report read by Dr Unter)

Dr Winstone advised that he will be adding the Implementation Group on Satisfactory Completion of Dental Foundation Training. He thanked Dr Shivji for attending this last year. He has also attended a meeting of the new national group to align these changes for overseas dentists doing DFT by Equivalence. HEKSS at the request of NHS England has added to its programme courses on IOTN awareness.

At HEKSS we are sad to announce the untimely passing of our Associate Dean for Secondary Care, Dr Graham Gilmour.

Dr Shivji reported that the HEKSS Foundation students will be undertaking care home visits under the guidance of Mike Wheeler this year as part of the Older Persons Oral Health Initiative.

The DCT application process this year will be an internal competitive process for the last year at HEKSS

They continue to collaborate with London to aid efficiency.

This year they are running the national pilot for satisfactory completion. Dr Winstone will take over in the National Implementation group from Dr Shivji. There is a steering group to align the process for VTE dentists.

This year's Deanery Conference is on November 10th and will likely be on the topic of pain but we await confirmation. Please see the flyer via DEBS.

17. DATE OF NEXT MEETING (AGM) – Wednesday, 6th April 2016 – Holiday Inn, Rochester.

18. ANY OTHER BUSINESS

There was no other business.

FUTURE DATES: Wednesday, 6th July 2016

Wednesday, 5th October 2016 (Please note change of date from 12th October)

The meeting closed at 8.45 pm.