

Meeting	<b>North East London Formulary &amp; Pathways Group (FPG)</b>																											
Document	<b>Draft Terms of Reference</b>																											
Authors	<ul style="list-style-type: none"> <li>Tase Oputu, Lead Pharmacist Medicines Commissioning &amp; Pathways, Barts Health NHS Trust</li> <li>Dr Belinda Krishek, Director of Medicines Optimisation, NHS NEL</li> </ul>																											
Version	v0.7																											
Background	<p>The management of entry of new medicines and medicines related pathways across North East London (NEL) was previously governed by the committees listed below;</p> <table border="1"> <thead> <tr> <th>Organisation(s)</th> <th>Committee</th> </tr> </thead> <tbody> <tr> <td>Barking, Havering, Redbridge University Trust (BHRUT)</td> <td rowspan="3">BHR Area Prescribing Committee</td> </tr> <tr> <td>Barking and Dagenham, Havering &amp; Redbridge Integrated Care Partnership (BHR)</td> </tr> <tr> <td>North East London NHS Foundation Trust (NELFT)</td> </tr> <tr> <td>Barking, Havering, Redbridge University Trust (BHRUT)</td> <td>BHRUT Medicines Optimisation Group</td> </tr> <tr> <td>Barts Health NHS Trust</td> <td>Barts Health Drug &amp; Therapeutics Committee</td> </tr> <tr> <td>City &amp; Hackney Integrated Care Partnership (C&amp;H)</td> <td rowspan="2">City &amp; Hackney Place Based Partnership, Homerton Healthcare Joint Prescribing Group</td> </tr> <tr> <td>Homerton Healthcare NHS Foundation Trust (HH)</td> </tr> <tr> <td>East London NHS Foundation Trust (ELFT)</td> <td>Medicines Committee</td> </tr> <tr> <td>North East London NHS Foundation Trust (NELFT)</td> <td>Drug &amp; Therapeutics Group</td> </tr> <tr> <td>Tower Hamlets, Newham, Waltham Forest Integrated Care Partnership (TNW)</td> <td>TNW Medicines Optimisation Board</td> </tr> </tbody> </table> <p>Formularies in use across NEL as of 1<sup>st</sup> July 2022</p> <table border="1"> <tr> <td>Formulary</td> </tr> <tr> <td>Barts Health Formulary</td> </tr> <tr> <td>Barking, Havering, Redbridge University Trust Formulary</td> </tr> <tr> <td>ELFT Psychiatric Medicines formulary</td> </tr> <tr> <td>NELFT Psychotropic Drugs Formulary</td> </tr> <tr> <td>NELFT Dressings formulary</td> </tr> <tr> <td>Homerton Healthcare</td> </tr> </table>		Organisation(s)	Committee	Barking, Havering, Redbridge University Trust (BHRUT)	BHR Area Prescribing Committee	Barking and Dagenham, Havering & Redbridge Integrated Care Partnership (BHR)	North East London NHS Foundation Trust (NELFT)	Barking, Havering, Redbridge University Trust (BHRUT)	BHRUT Medicines Optimisation Group	Barts Health NHS Trust	Barts Health Drug & Therapeutics Committee	City & Hackney Integrated Care Partnership (C&H)	City & Hackney Place Based Partnership, Homerton Healthcare Joint Prescribing Group	Homerton Healthcare NHS Foundation Trust (HH)	East London NHS Foundation Trust (ELFT)	Medicines Committee	North East London NHS Foundation Trust (NELFT)	Drug & Therapeutics Group	Tower Hamlets, Newham, Waltham Forest Integrated Care Partnership (TNW)	TNW Medicines Optimisation Board	Formulary	Barts Health Formulary	Barking, Havering, Redbridge University Trust Formulary	ELFT Psychiatric Medicines formulary	NELFT Psychotropic Drugs Formulary	NELFT Dressings formulary	Homerton Healthcare
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	<p>The formation of the North East London Integrated Care System (ICS) and component parts from 1<sup>st</sup> July 2022 means that the existing decision-making primary care medicines management groups that serve across NEL will be disbanded.</p> <p>There is an opportunity to create a single joint forum for the assessment and approval of new medicines and medicines related pathways which will decrease duplication, improve equity of access, improve health outcomes and help decrease health inequalities for patients across NEL. This could also include the business currently being operated at each Trust Drug &amp; Therapeutics Committee (or equivalent).</p>
Purpose	<p>The FPG is a sub group of the North East London Integrated Medicines Optimisation and Prescribing Committee (IMOC).</p> <p>The areas of responsibility are</p> <ul style="list-style-type: none"> <li>• To provide a collective clinical leadership group to ensure co-operation and consistency of approach to medicines optimisation across NEL.</li> <li>• To enable local clinicians to work together across the ICS to ensure that patients have safe and consistent access to medicines in the context of care pathways which cross multiple providers.</li> <li>• To advise on implementation of best practice around medicines, including NICE guidelines and technology appraisals, and advice from Regional Medicines Optimisation Committees (RMOC) to encourage rapid and consistent implementation.</li> </ul> <p>The FPG will be the forum for discussion and decisions on the following:</p> <ul style="list-style-type: none"> <li>• entry of new medicines</li> <li>• new indications for medicines</li> <li>• medicines related pathways</li> <li>• shared care and transfer of care guidelines</li> </ul> <p>Alongside routine business regarding entry of medicines, the group will develop a work plan with specific objectives which will be reviewed regularly and formally on a 12-month basis.</p> <p>The FPG may, as agreed with IMOC, convene specific (short life) working groups to take forward detailed work on appropriate topics as they arise. The groups should consist of nominated representatives from the relevant organisations and feedback progress against the set deadlines to the FPG.</p>
Accountability	<p>Reports to the NEL Integrated Medicines Optimisation and Prescribing Committee. Monthly highlight report</p>

<p>Governance</p>	<pre> graph TD     ICB[NEL Integrated Care Board] --&gt; CAG[Clinical Advisory Group]     CAG --&gt; IMOPC[NEL Integrated Medicines Optimisation and Prescribing Committee]     IMOPC --&gt; NFFPG[NEL Formulary &amp; Pathways Group]     IMOPC --&gt; NARSG[NEL Antimicrobial resistance strategy group]     IMOPC --&gt; NMQSG[NEL Medicines Quality &amp; Safety Group]     IMOPC --&gt; MFCG[Medicines Finance &amp; Commissioning Group] </pre>
<p>Scope</p>	<p>The introduction or, review and update or development of</p> <ul style="list-style-type: none"> <li>• entry of new medicines</li> <li>• new indications for medicines</li> <li>• medicines related pathways</li> <li>• shared care/ transfer of care guidelines</li> <li>• medical devices where related to medicines</li> <li>• dressings, stoma care, incontinence formularies</li> <li>• Hospital Only List medicines</li> <li>• cancer drugs with an impact across the health economy</li> <li>• NICE guidelines &amp; Technology Appraisals</li> <li>• Clinical Trials –where the medicine has possible present or future impact across the health economy</li> </ul> <p>The group will take into account recommendations from other national bodies eg Regional Medicines Optimisation Committees (RMOC), Medicines Healthcare products Regulatory Agency (MHRA), Accelerated Access Collaborative, NHSEI</p> <p>The group will review outputs from the London Formulary and Medicines Group and advise IMOC on adoption of any recommendations.</p>
<p>Financial impact consideration</p>	<p>Individual Trusts are expected to approve financial expenditure at the point of decision making via their own internal procedures.</p> <p>For the ICB submissions where the medicines and activity cost impact is likely to be above a threshold of &gt;£25,000 per 100,000 population for NEL health economy (circa £500k) to be discussed at ICB Finance prior to submission to FPG.</p>
<p>Urgent clinical decisions</p>	<p>Any item considered to be of urgent clinical need will be considered by individual Trusts via their internal processes until such a time it can be presented for full discussion and recommendation.</p> <p>Where a Trust makes a decision to initiate a medicine for a patient or group of patients, outside of the approval process this will be at the clinical and financial risk of the Trust</p>

<p>Membership</p>	<p>The FPG is a multidisciplinary working group that is supported at a senior strategic level by the NEL IMOC.</p> <p>Resources and leadership required across partner organisations will be reviewed on a regular basis with the NEL IMOC retaining oversight.</p> <p>The group will be supported by Formulary Pharmacists (or equivalent) in member acute and mental health trusts and NHS North East London Pharmacy and Medicines Optimisation team.</p> <p>Nominated representatives are responsible for ensuring two-way reporting, implementation and feedback to the FPG via relevant committees in member organisations.</p> <table border="1" data-bbox="336 616 1342 1675"> <thead> <tr> <th data-bbox="336 616 839 651">Organisation</th> <th data-bbox="839 616 1342 651">Title/Post</th> </tr> </thead> <tbody> <tr> <td data-bbox="336 651 839 757">NHS NEL</td> <td data-bbox="839 651 1342 757"> <ul style="list-style-type: none"> <li>• Medicines Optimisation Lead Pharmacist for Clinical &amp; Governance (job title tbc)</li> </ul> </td> </tr> <tr> <td data-bbox="336 757 839 965">Barts Health NHS Trust</td> <td data-bbox="839 757 1342 965"> <ul style="list-style-type: none"> <li>• Senior medical lead</li> <li>• Formulary &amp; Pathways Lead Pharmacist</li> <li>• Lead Medicines Commissioning &amp; Pathways Pharmacist</li> </ul> </td> </tr> <tr> <td data-bbox="336 965 839 1106">Barking Havering Redbridge University Trust</td> <td data-bbox="839 965 1342 1106"> <ul style="list-style-type: none"> <li>• Senior medical lead</li> <li>• Formulary &amp; Pathways Lead Pharmacist</li> </ul> </td> </tr> <tr> <td data-bbox="336 1106 839 1247">Homerton Healthcare NHS Foundation Trust</td> <td data-bbox="839 1106 1342 1247"> <ul style="list-style-type: none"> <li>• Senior medical lead</li> <li>• Formulary &amp; Pathways Lead Pharmacist</li> </ul> </td> </tr> <tr> <td data-bbox="336 1247 839 1317">North East London Foundation Trust</td> <td data-bbox="839 1247 1342 1317"> <ul style="list-style-type: none"> <li>• Senior medical lead/ Lead Pharmacist</li> </ul> </td> </tr> <tr> <td data-bbox="336 1317 839 1386">East London Foundation Trust</td> <td data-bbox="839 1317 1342 1386"> <ul style="list-style-type: none"> <li>• Senior medical lead/Lead Pharmacist</li> </ul> </td> </tr> <tr> <td data-bbox="336 1386 839 1491">NHS NEL Place Based Partnerships/ICB</td> <td data-bbox="839 1386 1342 1491"> <ul style="list-style-type: none"> <li>• 3 GP Prescribing Leads</li> <li>• 1 Lead Pharmacist</li> <li>• 1 Formulary Pharmacist</li> </ul> </td> </tr> <tr> <td data-bbox="336 1491 839 1527">Community Pharmacy</td> <td data-bbox="839 1491 1342 1527"> <ul style="list-style-type: none"> <li>• 1 senior representative</li> </ul> </td> </tr> <tr> <td data-bbox="336 1527 839 1563">Lay representation</td> <td data-bbox="839 1527 1342 1563"> <ul style="list-style-type: none"> <li>• 2 representatives</li> </ul> </td> </tr> <tr> <td data-bbox="336 1563 839 1632">Non medical prescribing representative</td> <td data-bbox="839 1563 1342 1632"> <ul style="list-style-type: none"> <li>• 1 representative</li> </ul> </td> </tr> <tr> <td data-bbox="336 1632 839 1675">Senior nurse representative</td> <td data-bbox="839 1632 1342 1675"> <ul style="list-style-type: none"> <li>• 1 representative</li> </ul> </td> </tr> </tbody> </table> <p>To note: Members who are subject matter experts may be co-opted for specific agenda items according to the agenda.</p>	Organisation	Title/Post	NHS NEL	<ul style="list-style-type: none"> <li>• Medicines Optimisation Lead Pharmacist for Clinical &amp; Governance (job title tbc)</li> </ul>	Barts Health NHS Trust	<ul style="list-style-type: none"> <li>• Senior medical lead</li> <li>• Formulary &amp; Pathways Lead Pharmacist</li> <li>• Lead Medicines Commissioning &amp; Pathways Pharmacist</li> </ul>	Barking Havering Redbridge University Trust	<ul style="list-style-type: none"> <li>• Senior medical lead</li> <li>• Formulary &amp; Pathways Lead Pharmacist</li> </ul>	Homerton Healthcare NHS Foundation Trust	<ul style="list-style-type: none"> <li>• Senior medical lead</li> <li>• Formulary &amp; Pathways Lead Pharmacist</li> </ul>	North East London Foundation Trust	<ul style="list-style-type: none"> <li>• Senior medical lead/ Lead Pharmacist</li> </ul>	East London Foundation Trust	<ul style="list-style-type: none"> <li>• Senior medical lead/Lead Pharmacist</li> </ul>	NHS NEL Place Based Partnerships/ICB	<ul style="list-style-type: none"> <li>• 3 GP Prescribing Leads</li> <li>• 1 Lead Pharmacist</li> <li>• 1 Formulary Pharmacist</li> </ul>	Community Pharmacy	<ul style="list-style-type: none"> <li>• 1 senior representative</li> </ul>	Lay representation	<ul style="list-style-type: none"> <li>• 2 representatives</li> </ul>	Non medical prescribing representative	<ul style="list-style-type: none"> <li>• 1 representative</li> </ul>	Senior nurse representative	<ul style="list-style-type: none"> <li>• 1 representative</li> </ul>
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<p>Chair</p>	<ul style="list-style-type: none"> <li>• Co-chairs –Consultant Trust Lead &amp; GP Prescribing Lead – with nominated deputy/vice chair in case of absence or conflict of interest for a specific item</li> <li>• 2-year tenure</li> </ul>																								

Quorum for decision-making	<ul style="list-style-type: none"> <li>• Chair/Deputy</li> <li>• 2 Trust senior medical leads</li> <li>• 2 Trust Formulary /Lead Pharmacists from separate Trusts -at least 1 from acute provider</li> <li>• 1 NHS NEL Place Based Partnerships/ICB Lead Pharmacist</li> <li>• 1 NHS NEL Place Based Partnership/ICB Formulary Pharmacist</li> <li>• 1 GP Prescribing Lead</li> <li>• 1 Lay representative</li> </ul> <p>If the meeting is inquorate –Chair’s action may be taken</p>
Running of the meeting	<p>Meeting Frequency -Monthly –no meetings in August and December (agenda and attendance permitting)</p> <p>Triage/Pre meeting -2 weeks before</p> <p>Deadline for papers -6 weeks before meeting</p> <p>Publication of outcomes -within 10 working days</p>
Secretariat	<p>Administration resource and co-ordination will be provided via the ICB Pharmacy and Medicines Optimisation team with support from Trust Formulary teams.</p> <p>Clinical and pharmaceutical input will be primarily provided by pharmacy teams in member acute and mental health trusts and ICB Pharmacy and Medicines Optimisation team</p>
Decision making	<p>Delegated decision making against agreed criteria from IMOC. Anything outside of this will be ratified by IMOC</p> <p>Decisions will be reached by consensus in the group based on the available evidence and expert advice.</p> <p>Appropriate decision-making framework will be employed</p>
Documentation	<p>Adaptation of Barts Health/BHRUT/Homerton formulary application forms to reflect interests of all partner organisations</p> <p>Declaration of interest forms</p> <p>Chair’s action form</p> <p>Triage process</p> <p>Decision framework</p> <p>Final RAG definitions for responsibility of prescribing</p> <p>Highlight report to IMOC</p>
Publications	<p>Individual trusts to update their own formulary pages –a NEL wide process will be considered as part of the workplan</p>
Prescribing Support	<p>Updating of ScriptSwitch/Optimise Rx to be continued by the ICB</p>
Monitoring of outcomes	<p>To be specified as part of the approval criteria, and included in reports to IMOC</p>