GS1 UK Healthcare User Group Meeting Minutes 3 May 2016

Present

Owen Inglis Humphrey	Department of Health (Group Chair)
David Weatherby	GS1 UK (Group Facilitator)
Andrew Crosbie	MHRA
Barbara Fallowfield	BIVDA
Glen Hodgson	GS1 UK
Jackie Pomroy	NHS South of England Procurement Services
Judie Finesilver	Commercial Medicines Unit
Judith Mellis	ABHI
Paul Glanville	NHS Supply Chain
Terence O'Kelly	Scottish Government
John Wingfield	Milton Keynes trust

In Attendance

Frankie Wallace	Department of Health
Juliette New	GS1 UK
Phil Bailey	GS1 UK

Apologies

Andy Smallwood	NHS Wales Shared Services Partnership - Procurement Services
Barry Frostick	HSCIC
Felicity Cooke	techUK
Jenny Gough	Molnlycke
Michael Sinclair	Dorset County Hospital Trust
Rachael Hughes	3M
Virginia Minogue	NHS England

Agenda

1. Welcome and competition policy

2. Apologies for absence

3. Introductions

4. Minutes and matters arising

5. Update from members
   - Rep ID update – Barbara Fallowfield

6. Update from sub group chairs
   - Staff ID - Virginia Minogue
   - Service providers - Paul Glanville
   - Decontamination – Jackie Pomroy

7. Report from DH

- Update from demo sites delivery group
   - Supplier web site

8. Report form GS1
   - GS1 UK Conference
   - NHS Scotland meeting on medical equipment management

9. Items to commence/progress
   - UDI and Product Recall task and finish sub group - Andy Crosbie
   - Direct part marking report

- GS1 DataMatrix and GS1 QR Code paper

10. Survey results and where next for the HUG

11. Communications & PR
    - Upcoming events – Coordinate attendance and speakers
    - Case studies and promotional materials

12. AOB

13. Date & time of next meetings
    - Tuesday 5th July 2016
    - Tuesday 6th September

 Both at GS1 offices from 10.30 through to 13.30

Minutes

Item 1   Welcome and competition policy
Dave Weatherby drew the attention of the meeting to the GS1 Competition policy

Item 2   Apologies for absence
Dave Weatherby reported that apologies had been received as shown above

Item 3   Introductions
The meeting welcomed John Wingfield who was replacing Mandy Hollis as the representative from Milton Keynes Trust

Item 4   Minutes and Matters Arising
The minutes were accepted for publication on the GS1 UK website.

The meeting requested that Susan Grieve should continue to be followed up for more information about the FMD Implementation Board.

Dave Weatherby reported that Janice Kite had sent drafts of the spreadsheets that will be used to monitor trust and supplier progress in adopting GS1 and PEPPOL standards and they had been distributed to HUG members.

Owen Inglis Humphrey reported that work was ongoing to agree key messages. The term "Scan4Safety" has been adopted for trusts' activity in adopting GS1 and PEPPOL standards.

David Weatherby reported that he had sent the UDI Data Retention paper to Ulrike Kreysa. There was some discussion about what more could be done to raise the issue. Andy Crosbie reported that it was too late to affect the main FMD regulations but that there could be an opportunity for MHRA to raise the issue as part of the implementing regulations in 2017.

ACTION: Owen Inglis Humphrey to write to John Wilkinson at the MHRA asking him to address the issue in the implementing regulations.

Item 5   Update from Members
- **Representative ID update – Barbara Fallowfield**
    Barbara Fallowfield reported that a clear plan for the representative registry was still due for June 11th. The industry associations have a proposal which has been verbally agreed by six associations and is being considered by a further two. There is a project team in place and a project plan has been prepared. The team assumes that the representative ID will be GS1 compliant and GS1 will be asked for support following the signing of heads of agreement.

    Given NHS support the system could become available for first registrations sometime in the first quarter of 2017. Of course without this support nothing will happen.

ACTION: Terry O'Kelly to make NHS Scotland aware of this initiative.

Item 6   Update from sub group chairs

- **Staff ID - Virginia Minogue**
    The Staff ID report had been distributed to HUG members in advance of the meeting. As Virginia Minogue could not attend the meeting David Weatherby summarised the report. Its contents were agreed. The next steps will be to produce a summary paper to get support and feedback from other organisations. It is important that this paper distinguishes clearly between the identifier for staff and the mechanism for automatic capture of the identifier using barcodes and/or RFID.

The target is to have the report finalised by the end of June 2016. GS1 marketing will create a suitable format for publishing.

ACTION: Dave Weatherby to work with Virginia Minogue to produce a summary paper and review with relevant parties including professional bodies.

- **Managed Service Provider - Paul Glanville**
  The managed service provider report had been distributed to HUG members in advance of the meeting. Paul Glanville reported that the sub group members all agreed with the report. Major thanks were due to Gareth McFarlane from SBS who had done the lion's share of the work.

  The subgroup wants to incorporate feedback from the demonstration sites before the document is released for publication.

  Judie Finesilver suggested that the sub-group should review the Minimum Data Set at https://www.england.nhs.uk/wp-content/uploads/2015/03/7-drugs-taxonmy-mds.xls.

  Janice Kite is co-ordinating a document aimed at advising system providers how to become GS1 and PEPPOL compliant.

ACTION: Owen Inglis Humphrey to send the managed service provider report to the demonstrator sites asking for feedback and also to Janice Kite.

- **Decontamination – Jackie Pomroy**
  The decontamination report had been distributed to HUG members in advance of the meeting. Jackie Pomroy reported that comments from HUG members and others would be incorporated into the report following which GS1 marketing would be asked to format the report for publishing.

ACTION: All to send comments on the above reports to David Weatherby by the end of May at the latest.

Item 7 Report from DH
Owen Inglis Humphrey reported

- The medical director of operations at Leeds was now the sponsor for the Scan4Safety programme at Leeds.
- Royal Derby have achieved all phase 1 milestones and plan to complete all 4 phases by Christmas. Derby are creating collateral to promote this achievement.
- An open day meeting at Royal Derby for financial directors is planned. Subsequent meetings for medical and clinical directors, nurses and pharmacists are expected to follow.
- The six demonstrator sites are creating a website aimed at staff and patients to explain progress and achievements in implementing GS1 and PEPPOL standards. The website will have its own branding linked to the NHS. The site should be designed by the end of May.
- The initial Virtual Board meeting has taken place. The meeting was unstructured but enabled useful discussions. The next meeting is on the 29th June and will be more structured building on the experience of the first meeting.
- A summary of the initial benefits, both cash and cash equivalents, already delivered by the 6 demonstrator sites will be available by the end of May.

ACTION: Owen Inglis Humphrey to distribute the benefits summary to the HUG when it is available.

Frankie Wallace demonstrated the new Dept. of Health supplier web site which should be launched at the end of May 2016. Access to the site will be by invitation but any supplier can request an invitation.

Frankie then went on to report as follows

- Frankie Wallace spoke at a Barema's spring meeting on the 19th April and had received positive feedback about the GS1 and PEPPOL adoption program.
- Janice Kite and Steve Graham met with techUK and are planning an event for techUK members in June 2016
- Judie Finesilver and Steve Graham met with Teva Pharmaceuticals to review data attributes and processes
- Steve Graham met with Keith Ridge NHS England Chief Pharmacist with a view to arranging further meetings. Discussion included where pharmaceutical information should be held; initial thoughts were that there was little overlap between supply chain and clinical data and therefore the data could be held separately.
- GS1 UK held supplier events in Salisbury and Leeds. Salisbury NHS Trust are planning another event concentrating on only their suppliers. North Tees is planning an event in July and/or September for their local and SME suppliers
- Frankie Wallace summarised the results of the supplier survey (targeted at medical device and invitro diagnostic suppliers) in a short PowerPoint presentation. The six demonstrator sites will send out requests, signed by a named board member, to all their suppliers asking them to complete the survey if they have not already done so.

Item 8 Report from GS1

Glen Hodgson reported that the GS1 UK conference had been a great success with very positive feedback from those attending. He presented slides with quotes from Terence Stephenson, Pat Mills and Lord Prior and reported that there will be a 2 to 4-page feature about the conference in the June issue of the HSJ.

In discussion it was suggested that GS1 and the Dept. of Health should try to speak at professional meetings of clinical staff such as
the Association of Surgeons Internal Surgical Conference
(see http://www.asgbi.org/belfast2016/registration/)
and the International Forum on Quality and Safety in Healthcare.
(See http://internationalforum.bmj.com/)

ACTION: Owen Inglis Humphrey and Glen Hodgson to contact conference organisers to request speaking slots at the next conference.

Glen Hodgson confirmed that the clinical study at Royal Derby was in progress.

David Weatherby reported that he had presented on GS1 standards and medical equipment management via video link to representatives of 14 Scottish territorial Health Boards at the invitation of Jon Slater Head of Operations (Equipping), Procurement, Commissioning and Facilities at NHS Scotland. There was some support for GS1 standards but no commitment as yet.

Terry O'Kelly reported that as there had been a major procurement efficiency drive in NHS Scotland over a number of years it was therefore difficult to justify GS1 adoption based on procurement efficiencies. For this reason, the emphasis in Scotland should be on patient safety.

Item 9   Items to commence/progress

- **UDI and Product Recall task and finish sub group - Andy Crosbie**
Andy Crosbie proposed a new sub group on UDI and Product Recall. Draft terms of reference had been distributed to HUG members in advance of the meeting. The plan was to ask the industry associations to suggest companies that could contribute to the subgroup and also to request participation from the

medical device safety officers at the demonstration sites. Jackie Pomroy agreed to participate in the sub group.

A first meeting of the sub group is planned for early June following which the terms of reference will be finalised. Current plans are to produce draft recommendations in September 2016 with the final recommendations in November 2016.

- **Direct part marking report**

The direct part marking report had been distributed to HUG members in advance of the meeting. David Weatherby explained that this was intended to be a living document and would be updated as additional information and experience was available.

ACTION: David Weatherby to arrange for the report to be added to the GS1 UK web site.

- **GS1 DataMatrix and GS1 QR Code paper**

David Weatherby introduced the GS1 l Healthcare Leadership Team paper which had been distributed to HUG members in advance of the meeting. Prior to the meeting Jenny Gough had raised the issue that her marketing department wanted to use a URL in a non GS1 QR code to provide information to users of their healthcare products. The meeting confirmed that if possible there should only be one barcode on packaging to avoid confusing users.

ACTION: David Weatherby to investigate how GS1 standards could be used to address the issue raised by Jenny Gough.

Item 10   Survey Results

Glen Hodgson summarised the results of the HUG member survey which had been completed by 8 members. The results showed that the declared objectives of the HUG, as shown below, were endorsed.

We have reviewed the HUG objectives and have concluded that the main purpose of the HUG is to identify areas where best practice needs to be created, and to set up task and finish sub groups to create recommendations. HUG members will need to review and comment on these recommendations in advance of the main HUG meeting at which the recommendations will be confirmed and made publicly available as appropriate. The current sub groups on staff ID, managed service providers and decontamination services are examples of how this can work.

While the scope of the HUG will naturally often be focussed on the DH's strategy of GS1 and PEPPOL adoption, it may also address other wider issues in the area of GS1 standards in health and social care as appropriate. In addition, of course, the HUG will continue to provide an awareness and networking forum.

The current format and frequency of the meetings were also agreed as appropriate.

In discussion it was agreed that it would be useful to have representation from a pharmaceutical trade association. It was also agreed that a 12-month programme of work for the HUG should be set out for approval at the next meeting

ACTION: Judie Finesilver to suggest which pharmaceutical trade associations might be invited
ACTION: Dave Weatherby to work with Owen Inglis Humphrey and Glen Hodgson to agree the programme of work.

Item 11   Communications & PR Items to commence/progress

- **Upcoming events – Coordinate attendance and speakers**
  David Weatherby showed a simple spreadsheet which could be used to inform HUG members and others about presentations on GS1 being made in various conference. It was agreed that it would be useful to keep this updated.

ACTION: All HUG members to inform David Weatherby of any conferences they are speaking at or at which they think a GS1 presentation would be appropriate.

- **Collateral**
  The breakout sessions from the GS1 UK conference will be written up by GS1 UK and published on the GS1 UK web site.

Item 12   Any Other Business

The paper on positive patient identification previously distributed to HUG members was discussed. The meeting agreed that the issue was important and that the suggested approach was valid.

ACTION: David Weatherby to work with Owen Inglis Humphrey to get agreement from NHS Digital (the new name for HSCIC) to use an internal GS1 Application Identifier for encoding patient ID.

Judith Mellis noted that Department of Health had issued a short paper suggesting a change in approach from the establishment of a central product information management (PIM) system. She asked if this changed the previous advice given to suppliers. Owen Inglis Humphrey and Frankie Wallace clarified that the advice to suppliers remained the same in that they just needed to input their product data into a GDSN compliant data pool.

Glen Hodgson was asked about the activity of the GS1 UK Healthcare Advisory Board. He explained that the Board meetings were largely for un–minuted discussions and would not lead to papers being issued. However, the meetings do inform GS1 UK's activity; for example, the clinical research project at Derby resulted from discussions in previous meetings of the Board. The Board members were also extremely helpful in facilitating more detailed meetings with relevant staff.

Item 13 Date and time of next meetings

The following future meeting dates were confirmed.
  Tuesday 5th July 2016
  Tuesday 6th September 2016
The meetings will be held from 10.30 through till 13.30 at GS1 offices and will be followed by a buffet lunch.

The meeting closed at 13.30