

## OXFORDSHIRE HEALTH & WELLBEING BOARD – 13 MARCH 2014

### PHARMACEUTICAL NEEDS ASSESSMENT (PNA)

#### Report by the Director of Public Health

#### Background

1. The Health and Social Care Act 2012 gave Health and Wellbeing Boards the statutory duty to develop and publish Pharmaceutical Needs Assessments (PNA) for their areas by April 1<sup>st</sup> 2015. Requirements for PNAs are set out in the National Health Service (Pharmaceutical Services and Local Pharmaceutical Services) Regulations 2013. These cover the minimum information to be included, the matters which must be considered, and the process to be followed. This process includes formal consultation with specific stakeholders for a minimum of 60 days.
2. The PNA is a key commissioning tool to ensure that local areas have high quality pharmaceutical services that meet needs. The PNA sets out the community pharmaceutical services that are currently provided and gives recommendations to address any identified gaps, taking into account future needs. It supports the commissioning intentions for pharmaceutical services and other services that could be delivered by community pharmacies and other providers. The PNA will inform commissioning decisions by local authorities, NHS England and clinical commissioning groups.<sup>1</sup>
3. Oxfordshire needs a thorough and robust PNA that complies with the regulations and follows due process. This will ensure that community pharmacy services are provided in the right place and that commissioned services meet the needs of local communities. This PNA needs to be presented to the H&WB in March 2015.

#### The process

4. Establish a steering group with representatives of relevant H&WB partners:

Oxfordshire Clinical Commissioning Group  
NHS England Thames Valley Area Team  
Local Pharmaceutical Committee  
Local Medical Committee  
Public Health England Thames Valley Centre  
Oxfordshire County Council –Research and Intelligence team  
Oxfordshire County Council – Public Health  
Healthwatch Oxfordshire

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<sup>1</sup> Pharmaceutical needs assessments. Information pack for local authority Health & Wellbeing Boards.  
<https://www.gov.uk/government/publications/pharmaceutical-needs-assessments-information-pack>

5. Because of the specialised nature of this work it has been agreed to secure a contract with an organisation who will deliver a PNA for Oxfordshire by March 2015. It is proposed that this is jointly contracted on behalf of Buckinghamshire County Council too, so that efficiencies will mean a lower price for each county.
6. Specify the work to be completed and go out to tender in March 2014. The contractor must deliver:
  - A project plan and risk log
  - A community pharmacy questionnaire (using a national template)
  - A stakeholder engagement plan
  - Two draft PNA documents for consultation, one for each county
  - A consultation framework to ensure engagement with key local stakeholders for the required 60 day consultation
  - Co-ordination of the consultation and collation of the consultation responses into a report(s)
  - The final PNA for each county, including the consultation report
  - Recommendations for maintaining the PNAs in the future
  - Supplementary deliverable – outline of circumstances when the PNAs might need to be updated in the future
  - Map of premises at which pharmaceutical services are provided in each county, as well as further maps covering current commissioned services in pharmacies, access and relevant demography
  - A template for supplementary statements after publication
7. Award the contract in April 2014 and steer the work of the contractor with a Management Group for every day issues and the expertise of the Steering Group being called on as needed.
8. Present the final PNA to the H&WB in March 2015 and set up arrangements for updates.

## **RECOMMENDATIONS**

9. **The Board is RECOMMENDED to:**
  - (a) **agree to the process set out in this paper and delegate authority to the Director of Public Health, in consultation with the Chairman and Vice Chairman of the Health and Wellbeing Board, subject to financial and legal approvals, to procure and manage the service of a contractor to produce a Pharmaceutical Needs Assessment for Oxfordshire on behalf of the Health and Wellbeing Board; and**
  - (b) **consider a progress report on this work at the July 2014 meeting.**

**DR JONATHAN MCWILLIAM**  
 Director of Public Health

HWB8

Contact Officer: Jackie Wilderspin, Public Health Specialist, Tel: (01865) 328661

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