

**Notes of the Contract Review Meeting**  
**With SSG UKSas**

**Telephone Conference Call**  
**On Monday 15<sup>th</sup> October 2018 at 1400 hours**

**Present**

[REDACTED] – Clinical Procurement Specialist (EEAST)  
[REDACTED] – Contract Manager (EEAST)  
[REDACTED] – Operations Manager (SSG UKSas)  
[REDACTED] – Director of Services (SSG UKSas)  
[REDACTED] – EEAST Resource Planner (SSG UKSas)  
[REDACTED] – Operations (SSG UKSas)

**Apologies**

None

**Conversation regarding CQC Inspection**

EEAST has received an urgent follow up request from the CQC concerning assurance that SSG are not carrying medications on our contract (including their own issue). CQC have advised that SSG should not be carrying any drugs on any contract until they have provided further evidence/assurance to the CQC under the section 31 SSG has been served.

SSG have assured CQC that they are not carrying any drugs on any of their contracts however discussion today with SSG has evidenced that drugs bags are still on the SSG vehicles.

With immediate effect [REDACTED] advised that **all drugs bags are removed from all vehicles** until CQC update EEAST or suitable assurance has been provided by SSG. SSG stated that the offending drugs have been removed from the vehicles but not the complete bag. CQC had already advised SSG to remove the full bag, as this has not happened EEAST is requesting under the contract that the full bag is removed. The SSG shifts EEAST has contracted with will be downgraded to transport only.

[REDACTED] asked under what PDGs are SSG using. SSG advised that their own PDG is being used signed by the Pharmacist and Medical Director which was re-approved on 11<sup>th</sup> October 2018 and sent to [REDACTED]. This only relates to 2 practices in EEAST.

[REDACTED] will send an email to [REDACTED] to assure EEAST what measures have been put in place with regards to the CQC and what's been accepted by them. [REDACTED] still requested the drugs bags were removed from all vehicles until further notice as per gold command. [REDACTED] does not have the authority to override this decision. [REDACTED] advised that for crews that currently have a patient on board they must finish with the patient and then be advised that the drugs bag should not be used and

returned to SSG base. All crews without a patient on board should be advised as a matter of urgency to return to base to hand in the drugs bag.

This situation is until further notification. [REDACTED] stated that SSG have been given until 23<sup>rd</sup> November to deal with the medicines management issue. He will collate the evidence for the medicines management action.

The original purpose of the call was to discuss winter pressures. EEAST is unable to discuss winter pressures with SSG until the issue with drugs has been resolved. Winter pressures discussions will need to be rescheduled.