

**FOI Request: Role of Medicines Management**  
**Our Reference Number: 1314192**

**1. The name of your CCG's Head of Medicines Management/Optimisation, lead prescribing advisor/pharmaceutical advisor or equivalent role who has lead responsibility for the safe, legal and effective use of medicines in your CCG**

**2. Their job title**

**3. Their email address or that of their secretary or PA, and their contact phone number**

Simon Williams, Executive Lead for Medicines Management.

With regards to contact details:

Under section 40(2) of the Freedom of Information Act 2000, a public authority does not have to provide information where that information is considered personal information under the Data Protection Act 1998. We believe that the direct contact details you have requested falls into this category, and therefore will not be supplying this as a result.

Guidance states that personal information can be released where it is deemed the staff member in question is either public facing or senior/decision making, however, it also states that this should only be done where "the legitimate interest can only be met, or fully met, by the disclosure of information which identifies individuals". The CCGs feel that the legitimate interests of this request can also be fulfilled by providing the generic contact details of the organisation. These are available here:

<https://www.castlepointandrochfordccg.nhs.uk/contact-us>

<https://www.southendccg.nhs.uk/contact-us>

**4. The name(s) of the committee(s), group(s) or board(s)\* which make recommendations to your CCG, or make decisions on behalf of your CCG with delegated authority on which medicines are to be made available/funded by your CCG as required by the NHS constitution.**

South East Essex Drug and Therapeutics Committee and South East Essex Medicines Management Committee

**5. Which of the committees/boards/groups or equivalent named in answer to question 4 make recommendations, and which have delegated authority to make decisions on behalf of the CCG Board(s)**

Drug and Therapeutics Committee makes decisions on behalf of the CCG. Medicines management Committee makes recommendations.

**6. The other constituent NHS member organisations of all the committees/boards/groups or equivalent named in answer to question 4**

Acute Trust, Mental Health Trust, Community Nursing, Community Pharmacists

**7. The online web address where your CCG medicines formulary can be found:**

[https://www.southendccg.nhs.uk/documents/cat\\_view/20-medicines-management/59-formulary](https://www.southendccg.nhs.uk/documents/cat_view/20-medicines-management/59-formulary)

**8. A copy of the CCG policy on how decisions are made as to which medicines are made available for patients for which the CCG is the responsible commissioner, as required by Secretary of State Directions 2009**

We do not hold this information. This is currently in development.

**9. A copy of the ratified minutes of the last meeting of each of the committee(s)/group(s)/board(s) or others outlined in answer to question 4**

Please see documents below:

South East Essex Drug and Therapeutics  
Committee



2) Minutes 7th  
Aug.doc

South East Essex Medicines Management  
Committee



SEEMMC 17 July  
2013 - final.docx

**10. A copy of the application form to request a consideration of a medicine at the committee(s)/group(s)/board(s) or others outlined in answer to question 4**

Essex Commissioning Support is part of NHS Central Eastern Commissioning Support Unit.

Please see document below:



MMC Formulary  
Submission Form vers

**11. A copy of a decision matrix/scoring tool/scoring form/prioritisation form or equivalent that is used to aid the decision making at the committee(s)/group(s)/ board(s) or others outlined in answer to question 4**

This is not used.

**12. Which commissioning support unit (CSU) or equivalent do you contract any support from on the commissioning of or the safe, legal and effective use of medicines**

None.

**13. Where you publish the level of uptake of NICE TAG approved medicines within your locality**  
**14. Where you publish any perceived or real barriers to the uptake of NICE TAG approved medicines in your locality or commissioned services:**

These are currently under development.