**Notes of Palliative Care Acute Group Meeting**

**held on Wednesday 20th June 2017**

**Beatson WOS**

Present: Jane Edgecombe (JE) (co-chair) Consultant in Palliative Medicine

Claire O’Neill (CO’N) (co-chair) Lead Nurse, Palliative Care

Elizabeth Anderson (EA) Palliative Care CNS, IRH

Richard Kitchen (RK) Consultant in Palliative Medicine IRH

Jennifer Crumley (JC) Palliative Care CNS, GRI

David Gray (DG) Consultant in Palliative Medicine RAH

Alistair McKeown (AM) Consultant in Palliative Medicine QEUH

Carolyn Mackay (CM) Palliative Care Pharmacist

Karen MacKay (KM) Palliative Care CNS, BOC/GGH

Elaine O’Donnell (EOD) Palliative Care Practice Development Facilitator

Diane McIntosh (DM) Consultant PAED Oncology/ Palliative Care

Apologies:

Jackie Britton (JB) Planning Manager

Ali Brown (AB) Palliative Care CNS, QEUH

Ann Frances Fisher (AFF) Acting Chief Nurse, North Sector

Catriona Glen (CG) Clinical Service Manager, Older Persons/Stroke/Palliative Care, Clyde

John Kennedy (JK) General Manager, Clyde Sharon Lambie (SL) Palliative Care CNS, GRI

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| **Workplan Topic Area** | **Action** | **Responsibility** | **Deadline Date** |
| **Actions from Action Points from the meeting held 24/4/17** |
| 1C | ITU units across NHSGGC to be contacted to suggest link to GAEL guidance on their electronic systems. | CON | Next meeting |
| 6A | GAEL Audit Tool to be sent to group | JM | Attached |
| **Action Points from meeting held 20/6/17** |
| 1B | Papers from the Dataset subgroup meeting held on 12/6/17 to be shared with group | CON | To Follow |
| 1B | CON’s service report template to be shared to group after slight amendments | Con | Attached |
| 1B | To seek clarity from Marie Farrell with regards to what is required by management by way of Palliative care activity at meeting in 11th July  | JE/CON | Next Meeting |
| 1C  | JE to liaise with PK as pall care rep on the GGC deteriorating pt group with regards to how we might keep GAEL, DNACPR and recognition of dying on their agenda? | JE | Next Meeting |
| 1D | JB update paper to be sent to group | JM | Attached |
| 3A | EOD to forward email regarding Elizabeth Sanchez-Vivar post to group  | EOD | Next Meeting |
| 6C | Link to the national ACP (Launched 7th June), NHS Lanarkshire Making Choices and the Glasgow City ACP to be sent to group and this item is to be added to agenda for next meeting | JM | Attached |
| 6I | Item for next agenda to be added to agenda for next meeting - DG’s Medical Staff Views of Death and Dying  | JM | Next Meeting |
| No Topic Area | Electronic link to correspondence with regards to new HIS Palliative Care Lead Appointments  | CON | Link Attached |
| **DATES FOR DIARY** |
| 19th September – 2pm – Level 9 - WS9 - 033 @ QEUH |
| 19th December – 2pm – WS301 @ BOC |
| 20th March 2018 – 2pm - Level 9 - WS9 - 033 @ QEUH  |
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