

Notes of Palliative Care Acute Group Meeting
held on Wednesday 19th June 2018
WS301, Beatson WOS

Present:

Jane Edgecombe (JE) (co-chair)
 Claire O'Neill (CO'N) (co-chair)
 Jackie Britton (JB)
 Paul Corrigan (PC)
 Jennifer Crumley (JC)
 John Kennedy (JK)
 Carolyn MacKay (CM)
 Alistair McKeown (AM)
 Elaine O'Donnell (EO)
 David Gray (DG)
 Jan Leeming (JL)
 Sandra McConnell (SM)
 Victoria Cox (VC)
 Caroline Porter (CP)
 Elizabeth Anderson (EA)
 Paul Keeley (PK)

Consultant in Palliative Medicine, BWoSCC
 Lead Nurse, Palliative Care
 Planning Manager
 Info Officer, Clyde Sector
 Clinical Nurse Specialist, GRI
 General Manager, Clyde Sector
 Palliative Care Pharmacist, GRI
 Consultant in Palliative Medicine QEUH
 Practice Development, Lightburn
 Consultant in Palliative Medicine, RAH
 Palliative Care Clinical Nurse Specialist, GGH/BWoSCC
 Consultant in Palliative Medicine, Ardgowan Hospice
 Clinical Service Manager, Clyde Sector
 Diana Children's Nurse, RCH
 Palliative Care Clinical Nurse Specialist, IRH
 Consultant in Palliative Medicine, GRI

Apologies:

Katie Clark (KT)
 Melanie McColgan (MM)
 Diana McIntosh (DM)
 Isabel Traynor (IT)
 Mark Wotherspoon (MW)

GP Palliative Care Facilitator, RHSCP
 General Manager, BWoSCC
 Consultant Paediatric Oncologist, RCH
 Gynaecology Redesign Manager, GRI
 Clinical Nurse Specialist, RAH

Workplan Topic Area	Actions	Responsibility	Deadline Date
1 (a)	Over 5k bid submitted to purchase 24 new T34's for across GGC acute. JK to discuss the ongoing financial responsibility for the purchase of future T34 syringe pumps with Sector Directors. CON to send JK SBAR on recommendations for future sector funding of T34's	JK CON	Next meeting
1 (b/d 5b)	Clinical activity data collection – initial meeting had taken place at RAH to discuss minimum dataset with representatives from each hospital team. SBAR finalized highlighting the need for one system across whole service and was submitted to eHealth team. Thereafter the eHealth team will scope what information can be captured within existing electronic systems. One member of each HPCT will be required to meet to take this forward with CON/JB and eHealth team. HPCT representative to contact CON.	Nominated HPCT Representative to contact CON	Next meeting
1(c)	Community Kardex – A lot of discussion around this including the complex governance challenges. 30th Aug meeting with CON/CMcK & KC Macmillan GP facilitator Renfrewshire to discuss, DG keen to be involved in this. CP confirmed Childrens services were having same issues and were interested in outcome of the work being carried out by adult services.		Next meeting
1(d)	JB updated on Scottish Government commissioning paper and will inform any of developments.		

1 (e)	<p>Med/nursing job plans being updated.</p> <p>Identified resource gaps are being discussed with a view to try and resolve the issues. Group agreed the importance of being transparent.</p>		
3(a)	NES PEOLC informed level education module – JE/CON to write (on behalf of the PC Acute Group) to Board leads to endorse the promotion of this education resource across NHSGGC for Nursing Medical and Facilities staff.	JE/CON	ASAP
5 (a/b)	<p>HI&T GAEL link still not established on trakcare ref form to HPCTs. JB hopes to hear back soon.</p> <p>Possibility of medical staff in Hospice and Acute inputting to KIS is still being scoped. Recognition that there are many barriers to this. Group agreed the importance to increasing communication between the settings and that this should be looked into further at a national level.</p> <p>AMCK highlighted that Palliative Care has been given an ID on Portal to allow the scanning of letters across all sites. Group recognised that this depended on the capacity of the site admin support.</p>	CON/JB/AMCK	Next meeting
6 (d)	<p>National palliative care guidelines update –Current updating of guidelines continues.</p> <p>Macmillan have provided funding to support the development of PC education linked to the guidelines for generalists CON to attend the 1st planning meeting taking place on 29/6 and will feedback from this at next meeting. Any group members who can't make this initial meeting in Perth but interested in being involved to contact</p>	CON	Next Meeting
AOCB	<p>Guideline – Palliative Management of Terminal Haemorrhage – NHSGGC Appendix. CMCK thanked members for their feedback on the document and state that only word changes were needed. Approval for the appendix to be put forward for ratification at the next Head and Neck Meeting was agreed by members of this group.</p> <p>Cannabis Oil use: CHAS has not made any formal statement to date.</p>	CMCK	NEXT MEETING
AOCB – Staffing update	<p>QEUH – Undergoing staff changes - awaiting admin replacement, MO on full time secondment from 1st July and H T from RAH providing cover on a Monday.</p> <p>BWSCCC – Medical cover being provided for Helen Morrison for 2 years</p> <p>Childrens Services –There is to be no increasing in funding for the service. Work underway to look at ACP template over summer.</p>		

	<p>Paul Corrigan – Information Asset Register forms to be filled in for HPCT's with regards to their spreadsheets or databases.</p> <p>PC Button successfully directing staff to PC information.</p> <p>RAH – GAEL Pilot still ongoing in 3 sites. Base audit carried out. Post audit will be collected in 2 sites. Report is being written up from the Dr's Questionnaire carried out by DG.</p> <p>GRI – discussion ongoing re increase in potential consultant sessions.</p> <p>IRH</p> <p>PATCH funded backfill for band 5 nurses Palliative Care Module taking place in South. CON meeting with charity early July to discuss rolling out to other sectors.</p>		
AOCB			
DATES FOR DIARY			
18 th September 2018 – 2pm - Level 9 - WS9 - 033 @ QEUH			
18 th December 2018 – 2pm – WS301 @ BOC Possibily @ GRI (PK sourcing venue)			