## Palliative Care GGC Website Reference Group Minutes of Meeting held Tuesday 11th June 2019

## At 3.00 pm

## Meeting Room 1, Clutha House

Present: Paul Corrigan, Claire O’Neill, Jackie Mearns and Euan Paterson

Minutes: Jane Pettit

Apologies: Mairi Armstrong, Francesca Gray, Elaine Stevens

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| **1** | **Minute of Previous Meeting**  PC welcomed all to the meeting. Minute of 11th March 2019 meeting was approved following updates on actions.   * GP content reviewed and updated since last meeting. * Referral Information updated on the website. * **Action** (carried forward) EP & PC will seek further information on Palliative Care from the Moving Forward Together Group. * EP, CON and PC updated the Glasgow & Clyde Palliative Care Communication Web. |  |
| **2** | **Website – Health Care Professionals Area**  ACP Guidance may come from the Moving Forward Together Group.  The Group agreed that the ACP content on the website was all relevant and a link to Rockwood Frailty tool could be added.  The Palliative Care Guidelines are being updated and will be published in print and online. PC is providing GGC contact information.  There is a new online Masters in Palliative Care course being developed with the University of Glasgow. Links will be added when available.  Several updates are in progress to palliative care resources and these will be added to the website when available. These include the Rapid Discharge Algorithm, CAS EOLC, Palliative Care Higher Education, Scottish Palliative Care Guidelines and SPAR videos. In addition a new Neonatal Palliative Care Team is being set up and their information will be linked in.  Bereavement page has been updated.  End of Life – GAEL in process of being updated.  Pharmacy. PC to ask Elayne Harris about separating Pharmacy into Macmillan Information, primary care and acute.  Links to individual Hospices websites were discussed and the preference for their information to be published on their own web pages if possible. If there was a big event or key information to share this could be published on the website.  **Action** The Daffodil GP Standards by Marie Curie – further information to be sought.  JM advised that the PPWH website is nearing completion and will inform PC when it is live.  Work is continuing to be led by NES on Confirmation of Death.  **Action** Updates on Confirmation of Death.  PC to continue to attend local HSCP Palliative Care meetings to promote and raise awareness of the website.  **Action** Before the new website is launched PC to test with staff and make sure no IT problems. | EP/PC  MA  PC |
| **3** | **Website – Content for Patient / Carers**  All content has been updated and checked.  Adding a suitable definition / description of palliative care was discussed.  **Action** PC to send out latest descriptions highlighted on social media for consideration of the group. Item to stay on the agenda.  **Post Meeting Note:** GGC Communications are auditing their web content for the public and have requested web pages be checked for accuracy. |  |
| **4** | **Website Promotion**  More website address cards have been ordered and are available from PC.  The website, Staffnet Resource & Twitter account has been promoted at many education events this year and awareness is continuously raised at palliative care groups. |  |
| **5** | **Group Membership**  Jackie Mearns joined the group as a contact for the Hospices, replacing part of the role that Stuart Milligan filled.  **Action** PC to contact all group members to confirm they wish to remain on the reference group and that it fits in with their current role. | PC |
| **6** | **AOCB**  The next meeting for the Group will be in November 2019.  **Action** Dates / venue options will be sent to the group. | PC |