



[www.wospghan.scot.nhs.uk](http://www.wospghan.scot.nhs.uk)

**West of Scotland Paediatric Gastroenterology, Hepatology and Nutrition  
Managed Clinical Network**

**Steering Group Meeting  
Telemedicine Room, RHSC  
14<sup>th</sup> November 2013  
10am**

**Present:**

Paraic McGrogan	Lead Clinician
Janette Fraser (Chair Person)	Director of Regional Planning, West of Scotland
Jan Chappel	Dietician Argyle and Bute
Karen Fraser	Network Data Manager
Karen Sinclair	Clinical Nurse Educator
Elaine Buchanan	Lead Dietitian for Gastroenterology
Isobel Cullen	GP
Maureen Kinney	Network Manager
Michelle Nolan (minutes)	MCN Administration Assistant

**Apologies:**

Peter Canham	Voluntary Sector Representative
Richard Russell	Consultant Paediatric Gastroenterologist
Caroline Delahunty	Consultant Paediatrician
Andrew Eccleston	Consultant Paediatrician
Helen Bauld	Nurse Manager
Colette Fotheringham	Paediatric Nurse, Forth Valley
Lynsey Chundoo	Paediatric Gastro Nurse Specialist
Laura Morrison	Specialist Nurse, Dumfries

	<b>ACTIONS LIST</b>	<b>Responsible</b>
1.	KF will produce a report on the information collated from the Competency and Teaching packs audit which will be presented to senior nursing staff within the hospital. KS will feedback the response from the senior nurses to the group.	<b>KF &amp; KS</b>
2.	EB will circulate the Home Supplies survey report to the group.	<b>EB</b>
3.	JF requested that KF submits a short summary of implementing CAS and forward it onto her.	<b>KF</b>
4.	MK will call Kristeen Cook who is the Parent representative on the group and inform her of the discussion and check whether she wants to resign from the group.	<b>MK</b>

5.	The group agreed to have a think about parents who they could asked to become a parent representative on the group if Kristeen is happy to step down.	<b>All</b>
6.	Michelle will circulate dates to the group for the next Steering Group meetings to be held in 2014.	<b>MN</b>
7.	PMcG asked the group to think about what WoSPGHaN should be doing in 2014.	<b>All</b>

2	<p><b><u>Previous Minutes</u></b></p> <p>The group agreed that the minutes were an accurate record of the previous meeting.</p>	
3	<p><b><u>Sub Group's updates</u></b></p> <p><b><u>Enteral Nutrition Sub Group Update</u></b></p> <p><u>EN database</u></p> <p>EB informed the group that the EN database is now ready to be piloted within Yorkhill before being rolled out to other areas within the network.</p> <p><u>Standardised Monitoring</u></p> <p>EB informed the group that Andrew Barclay and Michelle Brookes are looking into collating information for setting standards for home enteral feeding.</p> <p><u>Competency &amp; Teaching Packs</u></p> <p>KS Informed the group that she and Michelle Brookes carried out an audit in Yorkhill to gauge how well the packs have been embedded. KS highlighted that results showed that half of the wards are using the packs and the other half have not used them as yet. KF will produce a report on the information collated from the audit which will be presented to senior nursing staff within the hospital. KS will feedback the response from the senior nurses to the group.</p> <p>KS highlighted even although the community nursing teams were invited to the launch day for the Competency &amp; Teaching packs she feels that a separate launch day will have to be arranged to introduce the packs to community nursing teams. KS confirmed that she is due to attend the Flying Start training sessions to present the Competency &amp; Teaching packs to new trainees.</p> <p>KS informed the group that District General Hospitals are championing the packs but feels that some nurses are not updating their skills as</p>	<b>KF &amp; KS</b>

	<p>they should. KS informed the group that she will be presenting the competency and teaching at the Flying Start training sessions for new nursing staff.</p> <p>The group discussed whether there were governance issues and how the packs are fundamental to long term patient care.</p> <p><u>EN Coordinator</u></p> <p>It was discussed that Stephen MacLeod has confirmed money is available for a band three to take up post. PMcG and Anne MacLean are due to meet with Jamie Redfern to discuss the issue of EN Coordinator.</p> <p><u>Home Supplies Questionnaire</u></p> <p>EB highlighted to the group that the majority of the patients who took part in the questionnaire received supplies from various companies. MK has produced a report on the information collated which EB will circulate to the group.</p> <p>Salma Rahman is currently working on populating the database with information on patients who receive home supplies.</p> <p>EB informed the group that a patient journey exercise took place at the last Glasgow CCN meeting and that Louise Maxwell will report on the outcome.</p> <p>The group discussed whether raising the issue of the delivery of home supplies with regional planning and procurement could lead to a standardised ordering system for patients. The group discussed the opportunity of looking at the ordering system for paediatrics within one area. JC highlighted that due to the differences in contracts within each area of the NHS different equipment is used within the community from what the hospitals use.</p> <p><u>Transition</u></p> <p>The group looked at the Transition Pathway and discussed the Transition process.</p> <p>The group were informed that the Transition Focus Groups were well attended. Jennifer McDonald will summarise the outcomes in a report.</p> <p><u>Education</u></p> <p>The group were informed that the Coeliac Professionals Day will be held on the 12<sup>th</sup> December 2013 in the Queen Mothers Lecture Theatre. The</p>	<p><b>EB</b></p>
--	---	------------------

	<p>annual meeting will take place in March 2014 and SSPGHaN Conference is due to take place on the 21<sup>st</sup>-22<sup>nd</sup> November 2013 at the Stirling Management Centre.</p> <p>EB informed the group that a survey was conducted on the AHP Education sessions and the outcome was that people would prefer a half day session every quarter with case studies being presented. MK suggested that the sessions could rotate around each of the health board areas within WoSPGHaN's remit.</p> <p><u>IBD</u></p> <p>MK informed the group that IBD family day which was hosted by CICRA and the Catherine McEwan Foundation went well.</p> <p>The group discussed the roll for patients who are on Infliximab between Yorkhill and district general hospitals – A timeline is drawn up (KS) and when this should be audited.</p> <p><u>Data Collection</u></p> <p>There are still plans for the qualitative review of patient care in DGH and Yorkhill setting. KF will take forward.</p> <p>KF informed the group that the Coeliac database is being used by Forth Valley, Wishaw and the RAH. Dumfries and Galloway are not using the database at the moment due to a new member of staff taking up post.</p> <p><u>Endoscopy Sub Group Update</u></p> <p>KF informed the group that the results from the Home Bowel Prep questionnaire will be put into a report.</p> <p>PMcG confirmed that the pilot on reducing time in secondary care has been put on hold.</p>	<p>KS</p> <p>KF</p>
4.	<p><b><u>Clinical Audit System</u></b></p> <p>The group discussed the issue of implementing CAS and how the uptake on it may not be favourable as it doesn't speak to other NHS systems which are already in place. KF highlighted that colleagues in district general Hospitals can look into a patients record and receive up to date information, only if the consultant who has just seen the patient updates CAS soon after the patients visit. The group discussed how the national IBD register may be another alternative to look at. KF highlighted that the systems that she has in place could be hosted within a central server. JF requested that KF submits a short summary of implementing CAS and forward it onto her.</p>	<p>KF</p>

5.	<p><b><u>Steering Group Tenure</u></b></p> <p>PMcG raised the issue the member's of the group tenure. PMcG highlighted that he is due to give up his post a lead clinician in March 2014. PMcG suggested staggering the resignations from those who wish to leave the group over a twelve to fifteen month period, and stated that this does not include the chairpersons of the subgroups who have to stay a part of the group. MK read out an e-mail from Peter Canham which highlighted that Peter would be happy for the group membership to be rotated between other organisations. MK will call Kristeen Cook who is the Parent representative on the group and inform her of the discussion and check whether she wants to resign from the group. The group agreed to have a think about parents who they could asked to become a parent representative on the group if Kristeen is happy to step down.</p>	<b>MK &amp; All</b>
6.	<p><b><u>Steering Group Meetings</u></b></p> <p>The group agreed that the Steering group meeting should be held three times per year. With the meetings being held in February, June and October. Michelle will circulate dates to the group.</p>	<b>MN</b>
7.	<p><b><u>AOCB</u></b></p> <p>MK queried whether the group were still looking into developing business cards. The group agreed that these were not necessary.</p> <p>It was discussed that the Education Group will be producing the newsletters for the network.</p> <p>JC informed the group that Dr Azhar Iqbal Mohammed will be the new link Consultant Paediatrician at the RAH. The EB &amp; JC discussed arranging a meeting with Dr Mohammed. PMcG will liaise with Dr Lesley Nairn with regards to setting up a meeting to develop the link with the RAH. PMcG informed the group that Dr Richard Hansen will be the new Consultant Gastroenterologist. The group were informed that Morag Alexander has resigned as the nurse specialist in Wishaw.</p> <p>PMcG asked the group to think about what WoSPGHaN should be doing in 2014.</p>	<b>All</b>