## PACE Facilitators' Meeting Whiteabbey Hospital - Boardroom Wednesday 25<sup>th</sup> September 2019, 10.30am – 12.30pm



## Attendance:

Gillian McKee	Professional Officer	NIPEC	<b>GMcK</b>
Penny Moore	Lead Nurse Governance (teleconference-	WHSCT	PM
	see below)		
Jane Patterson	PACE Facilitator (Chair)	SEHSCT	JP
Carol Ferguson	PACE Facilitators	NHSCT	CF
Greta Linton	PACE Facilitator	BHSCT	GL
Helen McClurg	PACE Facilitator	NHSCT	НМ
Jacqueline Rafferty	PACE Facilitator / NDL	BHSCT	JR
Julie-Ann McKeown	PACE Facilitator	BHSCT	JAMcK
Dawn Mackin	PACE Facilitator	SHSCT	DM
Lorraine Bell	PACE Facilitator / NDL (Bank)	BHSCT	LB
Siobhan Kelly	PACE Facilitator	BHSCT	SK
Audrey Dowd	PACE Facilitator	BHSCT	AD
Sue Trouton	PACE Facilitator	SHSCT	ST

## Apologies:

Margaret Kyle	PACE Facilitator	NHSCT	MK
Ruth Millar	Nurse Clinical Lead	Kingsbridge	RM
Sharon Moffett	PACE Facilitator	BHSCT	SM

Notes: Lukasz Karpinski, Programme NIPEC **LKa** 

Administrator

Agenda Item	Notes	Action
1	Welcome, introductions and apologies  JP welcomed members to meeting. Apologies noted. Challenging to hear via teleconferencing therefore agreed PM will get an update from GMcK post meeting meeting.	
2	Notes of the previous meeting	
	Action notes from 28 <sup>th</sup> August 2019 discussed and agreed.	
3	Update of work streams relating to PACE	
	Adult PACE: GMcK gave an overview to new members of the group. Full details of the project to be provided at the following TNMD meeting and at the introductory session for new TMND officers. Date to be confirmed.	
	Children's PACE: GMcK advised group delay in piloting draft inpatient document and therefore PACE implementation postponed	
4	Matters arising	
	a) September 2019 Printer Error: Update given by GMcK and advised that if any further affected copies located, NIPEC to be contacted	

	immediately. JAMcK advised copies found in BHSCT. GMcK to be advised further post meeting	
	b) NOAT – GMcK advised remainder of agenda will be to complete amendments of adult inpatient NOAT indicators and PACE presentation. Drafts will be forwarded for final comment.	Draft of revised NOAT indicators to be forwarded to PACE facilitators for comment
	Query raised in relation to which entries are audited when completing adult inpatient NOAT. GMcK advised last 72 hours as per guidance. Indicators within tool revised one by one and agreed.	
	Primary areas of discussion include:	
	<ul> <li>Section B discussed and agreement that flow is to include person's involvement, communication, consent, assessment planning of care and evaluation (unrelated to whether PACE is implemented)</li> <li>Discussion held in relation to details of signature completion and</li> </ul>	
	<ul> <li>Discussion held in relation to details of signature completion and signature register. Agreement reached in relation to the data to be included in the two indicators. Both to be in section C in the revised version</li> </ul>	
	<ul> <li>Discussion regarding indicator of multiprofessional team involvement in the person's record within section B. DM and JAMcK expressed an opinion that this indicator should be removed due to the fact that there will always be multiprofessional involvement as medical and nursing staff will always liaise/ be involved in person's care. The remainder of the group expressed opinion that it should remain and it therefore remains in the audit tool in the revised version</li> <li>Discharge is part of the person's episode of care from admission to leaving the clinical area therefore should sit within section B. This means there will be three sections (A-C) in the revised version</li> </ul>	
	c) PACE Presentation: to be discussed at the following TNMD meeting due to Agenda Item 4b running over time	
5	Any Other Business	LKa to notify all PACE
	Date of December 2019 meeting changed to Wednesday 18 <sup>th</sup> in NIPEC. LKa to notify all PACE members.	members regarding date and venue change in Dec 19
	Date and time of next meeting:	
	Wednesday 23 <sup>rd</sup> October 2019, 10.30-12.30pm, NIPEC Meeting Room.	

ACTION	Comment	Completed/Ongoing
Wednesday 24th April 2019		
Ideas for PACE branding to be forwarded to GMcK.		Ongoing
PACE support resources to be developed between May and June.		Ongoing

Retrospective record keeping guidance to follow post RCN session with the coroner on 5 <sup>th</sup> September 2019	To be forwarded post meeting with senior nurses and coroner	Ongoing	
Wednesday 25 <sup>th</sup> September 2019			
Draft of revised NOAT indicators to be forwarded to		Completed	
PACE facilitators for comment			
LKa to notify all PACE members regarding date and		Completed	
venue change in Dec 19			