

# **Recording Care: Evidencing Safe and Effective Care Strand 1 Meeting**

**NIPEC Offices, Belfast**

**Thursday 29<sup>th</sup> January 2015, 14:30 – 16:30hrs**

In Attendance:

Anne Witherow, Assistant Director of Nursing, WHSCT (Teleconf)  
 Dawn Connolly, Senior Nurse Practice Development, SHSCT  
 Eileen Kennedy, Social Care Commissioning Lead, HSCNI (Teleconf)  
 Robin McIlrath, NISAT Implementation Officer, HSCB (Teleconf)  
 Carolyn Kerr, Deputy Director of Nursing, NHSCT (Teleconf)  
 Sonya McVeigh, Nursing Development Lead, BHSCT  
 Jane Patterson, Patient Safety Officer, SEHSCT  
 Anne Marie Tunney, Lecturer in Nursing, Ulster

AW  
 DC  
 EK  
 RMcll  
 CK  
 SMcV  
 JP  
 AT

Apologies:

Iain Magowan, NIPEC Council Member  
 Susan Carlisle, Nurse Lecturer, QUB

Agenda Item	Notes	Action by
<b>1</b>	<p><b>Welcome and apologies</b>                      AD welcomed everyone to the Meeting and noted apologies as above. AD explained that she would Chair the meeting on behalf of AW.</p> <p><u>New membership</u>                      AD welcomed Anne Marie Tunney to meeting on behalf of Ulster. Notes of the previous meeting agreed with those who were in attendance, with one amendment, to add Eileen Kennedy's apologies.</p>	<b>AD to amend.</b>
<b>2</b>	<p><b>Feedback from Steering Group</b>                      AD provided some feedback on ongoing discussions and agenda items from the SG meeting in December working from the unconfirmed notes of the meeting.</p>	
<b>3</b>	<p><b>Matters Arising</b></p> <p><u>Guidance document</u>                      AW reported that the document had been completed but had been delayed due to a query raised by the IPC Lead Nurse Forum. ADNs were meeting Monday 9<sup>th</sup> to agree the way forward with the guidance document.</p> <p><u>Meeting with MH colleagues</u>                      AD provided an update regarding the meeting with MH colleagues which had happened earlier in the week. A meeting with Rodney Morton had agreed the way forward for MH record production – the You in Mind project was progressing this element and would</p>	<b>Report record development by YIM Project to</b>

	<p>take it forward to align with the newly launched treatment algorithms. To report to SG in March.</p> <p><u>Specialist Nurse records and NISAT</u></p> <p>ADNs were to provide feedback from this matter arising from the last meeting. Colleagues had scoped what is currently happening in each of the HSCTs. NHSCT and WHSCT reported back – it was agreed that broad guidance would be needed to inform how colleagues were currently recording and where, reaffirming the standards which had been launched in 2013.</p> <p>It was agreed that AD would take this back to Steering Group for sign off.</p>	<p><b>SG in March</b></p> <p><b>AD to report agreement to Steering Group</b></p>						
<p><b>4</b></p>	<p><b>Work streams for WG S1</b></p> <p><u>Children’s Record Production</u></p> <p>AD updated the meeting regarding current progress. She began by informing the meeting of the decision of the Professional Officer Shirley Johnston to resign from her post within Recording Care due to her current health issues with immediate effect. The children’s record was in the final draft stages with responses being received before piloting. As Shirley was no longer in post, units were going to provide their own awareness sessions for the record – CEC had been mentioned – to use under the current SLA. To be explored.</p> <p><u>Learning Disabilities Record Production</u></p> <p>AD updated the meeting related to the current position of the LD record and a regional decision being sought around the use of HEF.</p> <p><u>Mental Health Record Production</u></p> <p>This item was covered under matters arising.</p> <p><u>Care Planning</u></p> <p>Discussion relating to care planning and future actions took place. AD presented preliminary findings and overview. During debate it was agreed that the findings were a reflection of that of the pilot study and literature review. Some discussion took place in relation to the need to provide an evidence based plan of care versus the need to be an evidence based practitioner. An agreement was reached that care plans should not be protocols of care.</p> <p>The perspective of the NISAT team and current challenges relating to care planning was also provided by Robin and Eileen by teleconference.</p> <p>Finally, it was agreed that a small subgroup should convene 2pm 20/2/15 to progress and appropriate paper for Steering Group. This group should include clinically based staff from HSCTs. Trust colleagues to coordinate same.</p> <p>Suggested individuals:</p> <table border="0" data-bbox="384 1832 1029 1935"> <tr> <td>Anne Marie Tunney</td> <td>Dawn Connolly</td> </tr> <tr> <td>Anne Witherow</td> <td>Wendy Cross</td> </tr> <tr> <td>Jane Patterson</td> <td>Sonya McVeigh</td> </tr> </table>	Anne Marie Tunney	Dawn Connolly	Anne Witherow	Wendy Cross	Jane Patterson	Sonya McVeigh	<p><b>HSC Trust staff to coordinate attendance by clinical</b></p>
Anne Marie Tunney	Dawn Connolly							
Anne Witherow	Wendy Cross							
Jane Patterson	Sonya McVeigh							

	<p>Aishling Cunningham Angela Drury</p> <p>Seamus Reid Carolyn Kerr</p> <p><u>KPI development</u> AD updated members on the production of the KPI, available funding and the need to sign off the pilot for construction of the tool with Telford Informatics. AD to bring to the ADN meeting 9<sup>th</sup> February.</p>	<p>staff AD to convene meeting.</p> <p>AD to meet with ADNs to progress production.</p>
5	<p><b>Any Other Business</b> <u>Guidance for Fluid Balance Chart</u> AW fed back on this item - No further discussion required.</p>	
6	<p><b>Date and time of next meeting:</b> Next meeting to be held on Thursday 26<sup>th</sup> March 2015 at 2.30pm –</p> <p>Future Dates:</p> <p>Friday <b>22 May 2015</b> at 10.30am - 12.30md Meeting Room, NIPEC Thursday <b>16 July 2015</b> at 2.30pm - 4.30pm Meeting Room, NIPEC</p> <p>Friday <b>18 September 2015</b> at 10.30am - 12.30md Meeting Room, NIPEC</p> <p>Thursday <b>12 November 2015</b> at 2.30pm - 4.30pm Meeting Room, NIPEC</p>	