



Recording Care: Evidencing Safe and Effective Care

Working Group
24th October 2018, 09:00 – 11:00hrs
Meeting Room, NIPEC and by teleconference
Teleconference details:

All participants must dial extension 36 1551 from an internal Cisco phone or 028 9536 1551 from outside organisation to access the teleconference.

When prompted, participants must enter 336 1169 followed by a # to join the teleconference instantly.

AGENDA

No.	Agenda Item	Associated Papers
1	Welcome and apologies	
2	Notes of the previous meeting	
3	Matters Arising <ul style="list-style-type: none">• Adult record - Printing numbers of adult record• Newsletter production• Scale and spread project• Review of advice for audit	 Draft action notes 160818.docx
4	Feedback from Steering Group <ul style="list-style-type: none">• Celebration Newsletter• PACE spread plan review• Audit numbers (5 or 10 records)• RQIA representation	 Final NOAT Indicators Septembe
5	Encompass Update	
6	Work streams for working group <ul style="list-style-type: none">• Short stay workshop• Children's improvement work• Emergency Department record and improvement work• Learning Disabilities record and improvement work• Care Planning• NOAT	
7	Any Other Business <ul style="list-style-type: none">• Inclusion of handover principles• Children's record WHSCT	
8	Date and time of next meeting: to be confirmed	