

Recording Care Working Group Meeting

NIPEC Meeting Room, Belfast Thursday 16th May 2019, 10am -12pm

Attendance:

Suzanne Pullins	Assistant Director Nursing (Chair)	NHSCT	SP
Ann Marie Tunney	Nurse Lecturer	Ulster	AMT
Penny Moore	Lead Nurse, Governance	WHSCT	PM
Lynn Wightman	Lead Nurse, Safety & Quality	BHSCT	LW
Angela Reed	Senior Professional Officer	NIPEC	AR
Jane Patterson	Patient Safety Officer	SEHSCT	JP
Gillian McKee	Professional Officer	NIPEC	GMcK

Apologies:

Susan Carlisle	Nurse Lecturer	QUB	SC
Dawn Mackin	Nursing Governance Co-ordinator	SHSCT	DM
Dawn Connelly	Senior Nurse Manager Nursing Governance	SHSCT	
Linda Kelly	Assistant Director Nursing	SEHSCT	LK
Margaret Davison	Senior Nurse, Quality, User Experience and Patient Pathways	NHSCT	MD

Notes:	Lukasz Karpinski, Programme Administrator	NIPEC	LKa
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Agenda Item	Notes	Action
1	<p>Welcome and apologies. SP welcomed attendees. Apologies noted. Round of introductions completed.</p>	
2	<p>Notes of the previous meeting. Action Notes of 15th March 2019 discussed and agreed. PM raised query in relation to under 18 patients and use of the adult document. Advice as per Steering Group and as previously discussed, including critical thinking and advice being sought from other professional and paediatrics colleagues. SP advised that professional judgement and paediatric support should be sought if there was any doubt regarding appropriate assessments or nursing interventions.</p>	

<p>3</p>	<p>Matters arising.</p> <p><u>Transforming Nursing and Midwifery Data (TNMD) project update</u> Working Group/NIPEC work streams' update</p> <p><i>Adult Record update</i></p> <p>GMcK asked the group for information regarding any issues with implementation of the new document. None reported. PHA notified regarding printer handling error. AR advised there is a new regional QSE process in order to share learning and PHA will provide a template. The report will be collated by NIPEC, in collaboration with HSC Trusts and BSO. PM advised that WHSCT are using old document stock in certain remote areas of their Trust.</p> <p>GMcK advised that continuation booklets are being distributed without issue.</p> <p>GMcK confirmed that SHSCT roll out date is Monday 3rd June 2019.</p> <p>Discussion of coroners' video in relation to retrospective record keeping and RCN has confirmed they can host a viewing of the video. TMND officers, ADoNs and NIPEC staff to be invited. GMcK advised provisional date agreed with RCN is 19th June 2019.</p> <p>GMcK advised work in relation to repetitive recording of care/ chronic needs to commence in May/June 2019. PM asked if standardised approach could be applied and SP, AR and GMcK confirmed that this is the aim and is going to be on agenda for next PACE meeting</p> <p>GMcK advised mapping of NOAT to new Adult Inpatient document is complete. PM advised PACE implementation paused in WHSCT due to no appointment to TMND officer post as Transformation Funding not confirmed. AR to raise this with NIPEC CE and Steering Group Chair. LW advised that BHSCT is auditing but due to IT system not in place across the Trust, and due to implementation of new Adult Inpatient document, it may be challenging to report quarterly audit results in June (1st quarter of 2019/2020). AR to advise chair of Steering Group of the challenges of auditing in first quarter. GMcK advised peer auditing of nursing notes across Trusts was discussed, and agreed at Steering Group in September 2019.</p> <p><i>Adult Short Stay record</i></p> <p>GMcK advised third draft shared with ERG for comments and feedback. Pilot to commence 27th May 2019. GMcK advised the short stay document is for use in settings where patient is in area for less than 24 hours. Ambulatory setting work paused at this time. Chair of Steering Group had directed that Elective Care Centres should be considered as pilot areas. GMcK discussed that as they have care pathways, with cataract care being a regional document, this makes these sites unsuitable for this pilot. GMcK also discussed query raised regarding</p>	<p>AR to raise with NIPEC CE and Steering Group Chair that WHSCT PACE implementation is paused</p> <p>AR to advise chair of Steering Group of auditing challenges in first quarter of 2019/2020</p>
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	<p>care of under 18 year olds in short stay care areas. Advice as when being cared for in Adult Inpatient Settings. GMcK discussed risk assessments and their inclusion in the pilot document. Agreed that all risk assessments should be included in pilot document. GMcK advised group that there is a possibility that Braden may be regionally replaced by PURPOSE T. Advised she is attending a session being facilitated by BHSCT. GMcK advised survey monkey is being used to collect feedback/comments from the piloting wards.</p> <p><i>Children's Short Stay record</i></p> <p>GMcK advised ERG is chaired by Michelle Burke and meetings facilitated by NIPEC. GMcK advised she is attending a support session at Healthcare Library in relation to STAMP and bedrail risk assessments, with the view to assess if they should be included in the children's documents. AR advised a need to progress this work and how correct membership in the ERG is crucial. Next meeting planned in July 2019.</p> <p>PM requested if children's short stay draft document could be used in WHSCT. AR advised this could be forwarded but only for use in one area requiring it and with the understanding it has not been piloted and is not for sharing at this time. GMcK and LKa to reinsert STAMP and bedrails risk assessments back into the draft document and forward to PM.</p> <p><u>Learning Disabilities</u></p> <p>GMcK advised this work stream is to meet on 4th June 2019, with a view to progress work. Membership to be confirmed by Eilish Boyle (NIPEC).</p> <p><u>District Teams</u></p> <p>AR advised of introductory discussions with district nursing colleagues. Next PHA district nursing forum to meet in June 2019 and AR to present PACE framework at this meeting.</p> <p><u>PACE roll out</u></p> <p>GMcK advised GANTT chart updated. SEHSCT eDams session postponed and new date to be arranged. Newsletter to be completed in June 2019. Presentation and webinar to be created June 19 by NIPEC. GMcK to review champion's role with PACE facilitators.</p> <p><u>Audit of ED practice</u></p> <p>GMcK advised that HSC Trusts are returning feedback in relation to ED audit indicators and usability of same. This will be reported at next Steering Group meeting, with a view that regional reporting of ED audit results may be introduced in September 2019.</p>	<p>GMcK and LKa to format STAMP and bedrails risk assessments back into the children's short stay draft document and forward to PM.</p> <p>GMcK to look at champions roles.</p>
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	<p><u>Preparation for Encompass</u></p> <p>AR advised that Regional visits will be taking place. SP and JP, on behalf of their Trusts, discussed their interest in hosting these visits and agreement reached that SEHSCT and NHSCT will host, with visits being facilitated by NIPEC. Briefing session to be arranged by NIPEC for hosting Trusts to attend.</p> <p><u>Testing of Handover Principles</u></p> <p>GMcK advised 1 ward per Trust to pilot during July or August 19. Draft document to be sent to AMT for information.</p> <p>TNMD Officer update As Agenda Item 3</p>	<p>GMcK to contact Trusts hosting Encompass site visits to make arrangements for briefing session</p> <p>Draft Handover Principles document to be sent to AMT for information.</p>
4	<p>Feedback from Steering Group.</p> <p><u>TNMD Project Plan</u></p> <p>No update other than afore mentioned in action notes. No further funding confirmed by DoH</p> <p><u>Briefing Paper for Steering Group from Claire Buchner</u></p> <p>AR advised that Claire Buchner updated Steering Group in relation to site visits made to England to view how care systems have adapted to digital implementation.</p>	
5	<p>Any Other Business.</p> <p>PM advised of neonatal work in WHSCT.</p> <p>JP enquired regarding timeframe for completion of Adult Inpatient document. AR advised it should be completed within 6 hours of admission (except MUST and Audit – C when completion must be within 24 hours).</p> <p>AMT enquired regarding Audit – C. JP advised it is an acronym for Alcohol Use Disorders Identification Test for Consumption. GMcK advised title of section would be revised in review scheduled in March 2020.</p>	
6	<p>Date and time of next meeting.</p> <p>Thursday 25 July 2019, NIPEC Meeting Room, 10am -12pm</p>	

ACTION	Comment	Completed/On going
15th March 2019		
AR and GMcK to explore possibility of record keeping award regionally	Will be linked to celebration event later in 2019.	Ongoing
AR to obtain information regarding retrospective record keeping from RCN		Completed
PM to introduce AR to mental health nurse lead WHSCT		Completed
16th May 2019		
AR to raise with NIPEC CE and Steering Group Chair that WHSCT PACE implementation is stalled due to no TMND officer being in post		Completed
AR to advise chair of Steering Group of auditing challenges in first quarter of 2019/2020		Completed
GMcK and LKa to format STAMP and bedrails risk assessments back into the children's short stay draft document and forward to PM.		Not required post WG meeting
GMcK to look at champions roles.		Completed
GMcK to contact Trusts hosting Encompass site visits to make arrangements for briefing session		Completed
Draft Handover Principles document to be sent to AMT for information.		Completed