

	<ul style="list-style-type: none"> • <u>PACE champions</u> GMcK asked group ideas of how to keep PACE embedded and how NIPEC can support champions. JP advised small groups of champions meet in SEHSCT and share ideas and good practice regularly. Agreement that champions need support. Link nursing suggested as a support mechanism. GMcK advised if this was the agreement, small scale first and meeting 6mthly in the first instance. MK advised NHSCT are holding a PACE workshop in order to support staff. Discussion held regarding possibility of PACE being introduced in universities. Group discussion that 'P' not documented well on occasion. Discussion that clarity is required on what assessed need/s (A) is/ are in order to develop an appropriate plan of care. • <u>Resources to support PACE implementation</u> GMcK advised the development of the support resources for PACE are a focus for NIPEC in May/June 2019 <p>b) Adult Regional document</p> <ul style="list-style-type: none"> • <u>Update regarding 'Go live'</u> GMcK advised the group regarding procurement and logistics of delivery of the document. Go live date remains 29th April 2019. • <u>Training for bank/agency staff</u> AD advised conducting meeting with bank/agency staff regarding new adult document implementation. Link to the webinar sent to all bank only nurses as a text message. GMcK to enquire regarding possibility of capturing numbers viewing awareness presentation. <p>c) eDams site visit JP advised the group regarding GMcK's recent visit to Lagan Valley Hospital and invited everyone for an eDams session in the Ulster Hospital on 16th May 2019. LKa to send a reminder regarding eDams session.</p> <p>d) Steering Group</p> <ul style="list-style-type: none"> • <u>Update</u> GMcK updated the group post Steering Group • <u>Handover principles</u> GMcK updated the group regarding the new handover principles document shared at the last Steering Group meeting. Document not for further sharing at present as in draft. 1 ward per trust to pilot test the principles. The group asked to forward one pilot site per Trust. <u>District Nursing</u> 	<p>PACE support resources to be developed between May and June.</p> <p>GMcK to enquire regarding possibility of capturing numbers viewing adult admission booklet</p> <p>LKa to send a reminder regarding eDams session</p> <p>Each Trust to forward one pilot site for Handover principles</p>
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	<p>GMcK updated the group regarding DN record keeping plans as per Steering Group.</p> <p>e) Workstreams</p> <ul style="list-style-type: none"> • <u>Update</u> GMcK advised the group of Adult Short Stay pilot. GMcK advised Nicki Patterson has suggested elective care centres as pilot sites. • <u>NOAT</u> GMcK advised mapping completed with the new adult admission document. • <u>ED</u> GMcK advised of the ED audit tool on NIPEC's website and asked the group to take the audit tool to ED colleagues for review with their current documentation. To forward feedback/ comments • <u>Retrospective notes</u> GMcK updated the group that AR is enquiring regarding retrospective record keeping but professional judgement should always be applied relating to reasonable time taken to record. If an emergency, nurse may not be able to record as close to point of care as when not caring for a person in an emergency. GMcK to speak with AR regarding retrospective record keeping. In general, GMcK advised it is not best practice for record keeping to only occur once per shift. • <u>Chair of PACE Facilitators group</u> GMcK announced JP has kindly agreed to chair the group. 	<p>The group to take the audit tool to ED for feedback/ comments</p> <p>GMcK to speak with AR regarding retrospective record keeping</p>
4	Any Other Business None.	
	Date and time of next meeting: Wednesday 26 th June 2019, 1.00 pm -3.00pm Ulster Hospital, QIIC – Syndicate Room 2.	

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
GMcK to enquire regarding possibility of capturing numbers viewing adult admission booklet.		Ongoing
LKa to send a reminder regarding eDams session.		Completed
Each Trust to forward one pilot site for Handover principles.		Completed

The group to take the audit tool to ED for feedback/ comments.		Ongoing
GMcK to speak with AR regarding retrospective record keeping		Completed