

PACE Facilitators' Meeting
Whiteabbey Hospital - Boardroom
Wednesday 26th February 2020, 10.00am – 11.30am



Attendance:

Jane Patterson	TNMD officer	SEHSCT	JP
Lorraine Bell	PACE Facilitator	BHSCT	LB
Liz McCormick	TNMD officer	SEHSCT	LM
Juli Reid	TNMD officer	SEHSCT	JR
Amanda Malone	TNMD officer	SEHSCT	AM
Margaret Kyle	TNMD officer	NHSCT	MK
Helen McClurg	TNMD officer	NHSCT	HMcl
Alison Blair	TNMD officer	NHSCT	AB
Carol Ferguson	TNMD officer	NHSCT	CF
Gillian Craigan	TNMD officer	BHSCT	GC
Alicia Dickson	TNMD officer	SHSCT	AD
Sue Trouton	TNMD officer	SHSCT	ST
Audrey Dowd	TNMD officer	BHSCT	AD
Siobhan Kelly	TNMD officer	BHSCT	SK
Elizabeth Crawford	TNMD officer	WHSCT	EC
Dawn Mackin	TNMD officer	SHSCT	DM
Susan Sandford	TNMD officer	SHSCT	SS
Penny Moore	TNMD officer	WHSCT	PM
Ann Curran	TNMD officer	WHSCT	AC
Ann Taylor	TNMD officer	WHSCT	AT
Jaqueline Rafferty	PACE Facilitator	BHSCT	JB
Gillian McKee	Professional Officer (Chair)	NIPEC	GMcK
Angela Reed	Senior Professional Officer	NIPEC	AR

Apologies:

Sharon Moffett	TNMD officer	BHSCT	SM
Greta Linton	TNMD officer	BHSCT	GL
Julieann McKeown	PACE Facilitator	BHSCT	JMcK
Notes:	Lukasz Karpinski	NIPEC	LKa

Agenda Item	Notes	Action
1	Welcome, introductions and apologies GMcK welcomed members to meeting. Introductions given and apologies noted. Special welcome to new TNMD officer EC.	
2	Notes of the previous meeting Notes discussed and agreed – LKa to update with apologies.	

<p>3</p>	<p>Update of work streams relating to PACE</p> <ul style="list-style-type: none"> • Adult <p>MK asked how to advise wards regarding new information relating to existing needs– advised to start with discussion of same in new areas. GMcK advised caution relating to emails being sent with new information as it may become confusing and lead to errors in recording.</p> <p>Topic of student awareness of PACE raised and AR advised universities gave assurance that students are aware of/ taught PACE – educational institutions will be offered places to attend the PACE session in Titanic. Rollout in adult inpatient areas to be discussed in TNMD meeting.</p> <ul style="list-style-type: none"> • Children’s <p>Brief overview of documents completion given: GMcK advised 4 children’s documents to be amended – inpatient replacing ‘Me and My Family’ document, readmission, short stay for under 48 hours clinical stay, ambulatory for under 6 hours clinical stay. STAMP discussions ongoing. Documents finalised on Monday 24th February 2020.</p> <ul style="list-style-type: none"> • Other specialty areas <p>District Nursing document finalised at meeting on Tuesday 25th February 2020 and NIPEC to complete amendments</p> <p>LD document finalised on Tuesday 25th February 2020 and NIPEC to complete amendments.</p> <p><u>PACE starter sessions scheduled for event at Titanic on 8th April 2020.</u></p>	
<p>4</p>	<p>Matters arising</p> <ul style="list-style-type: none"> • Feedback from PACE ‘Taster’ Workshop <p>GMcK advised very positive feedback from session – LKa to send collated feedback to the group. Enquiry from one specialty group regarding RQIA and their awareness around the PACE framework – GMcK advised RQIA informed regarding PACE. PM advised RQIA acknowledged PACE framework in WHSCT and recommended for all wards.</p> <ul style="list-style-type: none"> • Evaluative report <p>GMcK advised observation of the app at UU. User friendly and not time consuming as a tool for data collection.</p>	
<p>5</p>	<p>AOB</p> <p>ST advised she is returning back to substantive post on 23/03/2020.</p> <p>GMcK advised regarding PACE workshop in Titanic on Wednesday 8th April 2020 – all TNMD officers to attend.</p> <p>GMcK advised PACE sessions completed in Kingsbridge, facilitated Ruth Millar. Very positive experience.</p> <p>MK advised she raised issue of need to include PACE at the Band 5 induction.</p>	
	<p>Next meeting:</p> <p>Friday 13th March 2020, 10.30-2.30pm, NIPEC Meeting Room.</p>	

ACTION	Comment	Completed/Ongoing
Wednesday 24th April 2019		
Retrospective record keeping guidance to follow post RCN session with the coroner on 5 th September 2019	To be forwarded post meeting with senior nurses and coroner	Completed
Wednesday 23rd October 2019		
GMcK to seek advice/ obtain clarity in relation to PACE being introduced in educational facilities		Completed
Monday 16th December 2019		
Amendments to previous action notes to be forwarded to NIPEC by 20 th December 2019		Completed
AR to clarify of the suitability of referring to other documentation, if the care is traceable in that documentation		Completed
AR to forward reflective tool to UCLH attendees in order to feedback regionally on the visit		Completed
PACE dates to be recirculated		Completed
PACE start dates to be collated by TNMD officers for evaluation report		Completed
Wednesday 29th January 2020		
LKa to send reminder of the PACE Workshop on 5 th February 2020 to the group		Completed
HSC trusts to forward name of ED link (TNMD officer)		Completed
AR to send an email to DN leads regarding audit tool		Completed
LKa to send DN and Learning Disability (LD) leads contacts to TNMD officers		Completed
GMcK to speak with AR regarding plans of evaluation presentation to ADoNs		Completed
LKa to send PACE evaluation presentation to the group		Completed