Recording Care: Evidencing Safe and Effective Care **Working Group Meeting**

NIPEC Offices, Belfast Wednesday 10th January, 2018 <u>In Attendance</u>:

Linda Kelly	Assistant Director Nursing	SEHSCT	LK
Jane Patterson	Patient Safety Officer	SEHSCT	JP
Karen Devenney	Senior Manager	BHSCT	KD
Penny Moore	Lead Nurse	WHSCT	PM
Dawn Connolly	Governance Lead	SHSCT	DC
Paula Fearon	Governance Lead	SHSCT	PF
Michelle Burke	Professional Officer	NIPEC	MB
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Apologies: Deirdre Cunningham Teleconference: Naomi Baldwin Ruth Bailie Suzanne Pullins

Liz Campbell Donna Gallagher Jacqueline Rafferty Susan Carlisle

Anne-Marie Tunney

Agenda Item	Notes	Action
1	Welcome and apologies	
	LK welcomed everyone to the meeting. Apologies noted.	
2	Matters Arising	
	Action notes of 2 nd November were agreed as an accurate record of the meeting.	
	Adult record review	
	The majority of the agenda time was given over to agreeing amendments to the adult assessment and continuation booklets. Feedback from survey monkey was collated, individual trust feedback back will be shared.	MB to share with each individual trust
	Discussion was held on the significant time to review/update risk assessments due to the increased number and different stages responsible groups are at. It was agreed that MB would contact the individual/groups and update the record accordingly which would impact on the timeframe.	
	Otherwise there were not significant changes required to the records therefore all amendments would be made together and the final draft disseminated to the group for final agreement.	
	Update on MH pathway	
	MB updated on this work stream - short consultation record finalised, guidance to be completed. Mental Health Pathway and Informatics group to merge. MB updated on the meeting with Briege Quinn and Martina Mc Cafferty (leads on MH Pathway) regarding PACE. It was	MB to share record
	felt that PACE would work very well with the multi-professional pathway but further discussion with the Recording Care SG is required.	MB to share presentation
	BQ updated the SG on the progress of the project. MB to share presentation.	Yim-CP-Doc-Update- Dec-17.pptx

3	Feedback from Steering Group	
	LK provided feedback on SG held on 14 th December 2017.	
	Presentation: Using a standardised Nursing Language	
	MB had circulated the presentation. LK provided an update – a standardised nursing language would fit with the encompass programme. There was a regional symposium planned for March 2018.	
	Shared Learning from Improvement and HSC Trust	
	October and Decembers Quarterly Quality Focus was shared and discussion followed on the 4 indicators that were highlighted in the December focus.	
	Feedback pertinent to the work streams was taken under item 6.	
4	E-record	
	LK updated on the Encompass Programme Board to which Nikki Patterson was the nurse representative. Discussion was held on the Encompass Scenario Workshops and the next steps. The business case is with the DoH – next meeting February 2018.	
5	SQE	MB to check
	LK and JP provided an update. At the previous meeting SP and LK to link regarding IHI improvement project.	outcome
7	Work streams for WG	
	Nurse specialist care settings – principles for practice	
	MB provided an update - the group had met twice with focus on 'what and how'. The 2 nd meeting included awareness on PACE with the view of using these principles to record care. SHSCT had already successfully implemented PACE in 3 areas, MB to visit the care setting. MB advised nurse specialist care setting was extremely vast - if PACE was agreed as the principles to record care, it would be extremely challenging to spread beyond the group.	
	Children's Record	
	MB advised that it was planned that the record would be reviewed at the end of the summer in view of the significant changes in the risk assessments.	
	Emergency Department Record	
	MB provided an update – implementation of both the record and PACE is now very challenging due to significant staff changes in the ERG and extreme winter pressures. MB is currently establishing trust positions.	MB to report trust positions at next meeting
	Learning Disabilities (LD) Record	
	MB provided an update – implementation of the assessment record was on hold until the relevant risk assessments are updated. Improvement work has begun which included aligning the NOAT indicators to the learning disability care setting.	

Care Planning

Each member updated on trust positions. KD advised of additional resource – Sharon Moffett would be working 16 hours per week. Discussion followed on the importance of additional resources if the implementation of PACE was to be successful. Currently there were no dedicated resources, LK would continue to raise this at SG.LK updated on the progress of electronic version of PACE.

LK to raise at SG

The facilitators group reported significant challenges in the successful implementation of PACE. This was raised at the last SG.MB advised on the action plan:

- increasing implementation period to 20 weeks
- abiding strictly by the inclusion criteria. Record to be kept for those whom don't meet the criteria
- workshop planned for March 2018 with QI expertise, ward sisters/ charge nurses, ward champions, facilitators and others involved to discuss the potential for sustainability plans going forward
- event to be organised on standard nursing language February 21st 2018 details to follow
- involvement of CEC under existing SLAs
- feedback to be sought from RQIA on the inspections completed in care settings that has PACE implemented

NOAT

MB provided an update – the long NOAT indicators were currently being reviewed in the following care settings

- Adult inpatient through the PACE facilitators group
- ED through Expert Reference Group (ERG) and clinical educators group
- LD through the ERG

Children's inpatient would be reviewed via the ERG.

Discussion followed about the confusion and necessity of two tools. It was agreed at this stage the two would remain and the short tool to continue to act as a 'can opener' and use the longer tool if more detail is required. This process can be reviewed by the SG later in the year.

8 Any Other Business

NHS digital Anne Copper is co-ordinating a 4 country survey regarding digital capability.

RCN are holding focus group 13th February RCN with Claire Buchner facilitating and online consultation 25 January to 15 February



RCN Digital Ready consultation - RCN Fly

Focus group

Register at:

https://www.rcn.org.uk/clinical-topics/ehealth/RCN-digital-ready

	Online consultation register at: https://rcn.clevertogether.com/welcome	
9	Date and time of next meeting:	
	Thursday 29 th March 2018, 10:00-12:00, NIPEC Building, Belfast	