

**West Dunbartonshire Community Health & Care Partnership
Professional Advisory Group
05 February 2014 at 2.00pm
Meeting Room 1, Garshake**

DRAFT MINUTE

Present:

Kevin Fellows	Clinical Director, CHCP (PAG Chair)
William Wilkie	Lead Optometrist
Stephen Dunn	GP, Dumbarton
Margaret Walker	Strategy and Planning Manager
Fiona White	District Nurse
Yvonne Milne	Project Team Leader, Goldenhill Resource Centre
Soumen Sengupta	Head of Strategy, Planning and Health Improvement
Nazerin Wardrop	Staffside Representative
Neil MacKay	GP, Alexandria
Alison Wilding	GP, Clydebank

In attendance

Mark Fergie	Deputy, MSK Physiotherapy Services Manager
Susan Graham	Community Staff Nurse (to observe)

1. Welcome and Apologies

K Fellows welcomed everyone to the meeting and introductions were made. Apologies were submitted on behalf of Jackie Irvine, Mark Dickinson, Chris McNeill, Ellice Morrison, Val McIver, John Russell and Janice Miller.

2. Minutes of previous meeting

The PAG meeting scheduled for December was cancelled. Minutes of meeting held on 16 October 2013 were accepted as an accurate record, proposed by M Walker and seconded by W Wilkie.

3. Matters Arising:

• **Anticipatory Care Plan**

N Wardrop was not aware that the Anticipatory Care Plan (ACP) initiative had been rolled out to allow direct access to Care Homes. She will bring this to the attention of Unit

Managers. K Fellows will also discuss with C McNeill, Head of Community Health and Care.

NW/KF

4. Patient Feedback Website

M Walker gave a presentation on the Patient Feedback website which was launched by NHSGGC on 18 November 2013. West Dunbartonshire's comments will be monitored by G Murphy, Public Involvement Officer.

It was noted that no responses will be sent to individuals - comments will be summarised in an annual report. The feedback website is for comments only; there is a separate process for complaints.

The group expressed significant reservations, particularly in relation to complexity of questions, non-comprehensive coverage of community services and lack of response to the feedback provided.

5. Locality Groups

S Sengupta gave a brief update. With reference to the Public Bodies (Joint Working) (Scotland) Bill and the proposed establishment of Health and Social Care Partnerships (HSCPs) in April 2015, Scottish Government is looking at establishing local arrangements to manage multi-disciplinary decision making groups. The SG guidance is not yet finalised. S Sengupta will keep the group fully informed of progress and requested that any queries or ideas be submitted to either himself or K Fellows.

6. Optometry Update

W Wilkie, Lead Optometrist, gave an update on local eye care services. Optometry has been designated the "First Port of Call" for all eye problems. Optometry practices will triage patients and arrange appropriate treatment. A training event has been set up to enable reception staff to deal safely and effectively with these patients.

The Optometry Medication Supply pilot has been accepted as an improvement of service to patients. Subject to final approval on cost implications, it should be rolled out across NHSGGC in May or June this year.

N Wardrop will discuss eye care services in relation to care home clients with C McNeill.

NW

7. Protected Learning Event (PLE)

The PLE held in November centred around the Francis Report. K Fellows advised that feedback from the event had been very positive. A follow up survey monkey will be circulated to find out if perceptions and practices had changed as a result of the event.

Suggested topics for a future PLE event included:

- Anticipatory Care
- DNACPR
- Ekis
- GP training in MSK services

8. Reports (for information)

- Older People Strategy Group – noted.
- Mental Health Strategy Group – noted.
- Diabetes Steering Group – no report available.
- Palliative Care Group
 - Difficulty with supply of oxygen cylinders – K Fellows to check progress. **KF**
 - Power of Attorney – M Walker to discuss possibility of information drive with G Murphy. **MW**
 - DNACPR – M Riordan to provide summary of use of forms.
- Long Term Conditions – K Fellows to check if it must be a dietician who carries out diabetes review for QOF. **KF**
- Change Fund Implementation Group – DN review is ongoing.

9. AOCB

MSK Physiotherapy services

Self referral process has changed – a paper self referral form is now used.

PCMHT

Self referral is available across West Dunbartonshire. Website address will be put on information leaflets.

Date of Next Meeting

Wednesday 09 April 2014, 2.00pm, Garshake