



**West Dunbartonshire Community Health & Care Partnership  
Professional Advisory Group  
15<sup>th</sup> March 2011, 2.00pm  
Hartfield Boardroom**

**DRAFT MINUTE**

**Present:**

Alison Wilding	Clinical Director, CHCP (PAG Chair)
Soumen Sengupta	Head of Strategy, Planning & Health Improvement (CHCP)
Neil Mackay	GP
Stephen Dunn	GP
David Brunton	Dental Practitioner
Fiona White	District Nurse, CHCP
Neil Chalmers	GP

**In attendance**

Kevin Fellows	GP
Irene McKenzie	Minute-taker

**1. Welcome and Apologies**

A Wilding welcomed Kevin Fellows to the meeting and introductions were made. Dr Fellows will take up the post of West Dunbartonshire CHCP Clinical Director on 1<sup>st</sup> April 2011.

Apologies were submitted on behalf of Bill Skelly, Fraser Downie, William Wilkie and Michele Mackintosh.

**2. Minutes of previous meeting**

Minutes of meeting held on 18<sup>th</sup> January 2011 were accepted as an accurate record.

**3. Matters Arising:**

• **PAG Membership/Role**

It was agreed that S Sengupta and K Fellows should meet with Anne Ritchie in April to discuss further the relationship between the PAG and the professional social work/care workforce.

**SS/KF**

- **Optometry**

William Wilkie submitted a report on Direct Referral to Optometry, together with a new Optometrist to GP Communication Form. It has been agreed across NHSGGC that Direct Referral to Optometry will commence on 1<sup>st</sup> April 2011. From May 2011, Eye Casualty will triage patients who may then be sent to a local optometrist. NHS 24 will also triage patients.

The Communication Form will be used to direct patients to GPs, or to treatment room staff if more appropriate. It is anticipated that PGDs will be developed to enable optometrists to prescribe.

A Wilding agreed to find out if Scottish Government posters and leaflets informing patients of this service were available for display in GP surgeries.

**AW**

- **Colposcopy**

It was noted that Alexandria and Dumbarton GP practices were experiencing difficulty in accessing information on colposcopy referral appointments. A Wilding agreed to investigate.

**AW**

#### **4. Strategic Plan**

S Sengupta spoke to the draft Strategic Plan which outlines the key actions for the year ahead. The main areas of discussion were the Parenting Strategy and the Change Fund. It was agreed that Anne Ritchie (Head of Children's Health, Care and Criminal Justice Services) and Chris McNeill (Head of Community Health and Care Services) should be invited to the next PAG meeting to discuss in more detail. S Sengupta requested that any further thoughts after the meeting should be emailed to him as soon as possible given that the plan must be finalised by 18<sup>th</sup> March in order to be formally submitted to CHCP Committee for its meeting on 6<sup>th</sup> April.

**IM**

#### **5. Palliative Care**

It is proposed to roll out the Supportive and Palliative Action Register (SPAR) in nursing homes in West Dunbartonshire to identify palliative care needs. It was agreed that this was a useful tool and the PAG gave its support. It was suggested that Care Homes should be encouraged to seek Power of Attorney early and this request could be added to the SPAR.

**6. Incident Management Policy Review**

Deferred to next meeting.

**7. Significant Clinical Incident Policy**

Deferred to next meeting.

**8. Reports**

Reports from Older People's Strategy Group, Diabetes Steering Group and Palliative Care Group were noted.

The following points were raised from the Diabetes Steering Group minutes:

- DESMOND running well with marked improvement on attendances, but still with capacity for more referrals
- N Chalmers to find out if patients with BMI >30 are being screened
- CUBS screening – A Wilding to find out if offered before 20 weeks

**NC**

**AW**

**9. AOCB**

None

**10. DONM**

To be arranged and circulated.

**IM**

On behalf of the group, S Sengupta extended a warm vote of thanks to A Wilding for all her hard work in chairing the PAG and developing its current structure. The group wished her well for the future.