



**West Dunbartonshire Community Health & Care Partnership
Professional Advisory Group
22nd February, 2.00pm
Boardroom, Hartfield**

DRAFT MINUTE

Present:

Kevin Fellows	Clinical Director, CHCP (PAG Chair)
William Wilkie	Lead Optometrist
Bill Skelly	Primary Care Contracts Manager
Fiona White	District Nurse
Mark Dickinson	Lead Community Pharmacist
John Russell	Head of Mental Health, Addictions & Learning Disabilities

In attendance

Val McIver	Senior Nurse, Adult Services
------------	------------------------------

1. Welcome and Apologies

Apologies were submitted on behalf of Neil Mackay, Anne Ritchie, Stephen Dunn, Chris McNeill and Soumen Sengupta.

2. Minutes of previous meeting

Minutes of meeting held on 14th December 2011 were accepted as an accurate record, proposed by B Skelly and seconded by M Dickinson.

3. Matters Arising:

Optometry

- W Wilkie advised there is a move towards direct prescribing by optometrists, with 2 pilot areas identified (one in Inverclyde and the other in West Dunbartonshire). This will further strengthen the message that optometry should be the first port of call for eye problems.

Primary Care Reporting

- K Fellows has taken this forward with S Sengupta and has written to the Public Health Team at NHSGGC corporately. It is hoped to generate a quarterly report, practice by practice, in order to share learning.

Protected Learning Event

- Feedback from the event in November 2011 was tabled and discussed.
- Provisional dates for this year's events are 24th April, 20th September and 22nd November.

DNA at Cervical Cytology

- DNA rate for 6 month review is high. Sending reminder texts have not proved practicable for practices (although had been discussed with secondary care as a possibility). Previously was suggested that Outpatient Departments (OPD) could use GP headed notepaper as this was more personal and may encourage attendance. At present waiting to see if OPD will use texting as a pilot.

Pharmacy

- M Dickinson advised that Child Protection Training for community pharmacies have been scheduled for 1st May.
- Pharmacy packs for patients with visual impairment had been discussed at the Pharmacy Locality meeting, reinforcing the importance of having packs available and displaying posters.
- In relation to the Chronic Medication Service (CMS), dispensing prescriptions for 24 or 48 weeks is being trialled. The CMS will identify patients with a chronic condition and the pharmacist will spend time with patient, ensuring compliance and the necessity of all medicines. M Dickinson will report progress at the next PAG meeting.

MD

4. District Nursing Review

Val Mclver gave a brief overview of the District Nursing Review. A Service Specification document has been issued NHSGGC-wide and circulated to all GP practices for comment. This document was tabled and discussed. Each CHCP has a Local Implementation Group (LIG) which includes representatives from GPs, District Nurses and Nursing Staff. Comments on the service specification document are on the agenda for the next LIG meeting and feedback will be reported to the PAG. It was confirmed that the aim is to produce a more efficient workforce (with, for example, IT systems being developed to reduce duplication of work). It was noted that the District Nursing Sisters will continue to be attached to GP practices.

5. New Health and Care Centre

It was confirmed that the CHCP had formally received confirmation from the Scottish Government that the capital funding for this project had been successfully secured and that the construction of the new Health and Care Centre for the Vale of Leven can now proceed. Construction is scheduled to commence in the next few weeks.

6. Change Fund

J Russell gave an update on the WD CHCP Change Fund Plan. The draft plan for 2012/13 has been agreed and submitted to the Scottish Government for consideration. It was confirmed that anticipatory care plans to support prevention of hospital admissions have been agreed and that additional money has been allocated to support respite care. A number of staff have been recruited in Palliative Care and a Primary Care Dementia Service is being developed to work with care home staff to manage patients with dementia.

7. Initial Scrutiny Level Assessment (ISLA)

In the absence of S Sengupta, Val McIver gave a brief overview of the WDCHCP Initial Scrutiny Level Assessment (ISLA). This is an important requirement of the Care Inspectorate as the first stage of their scheduled, routine inspection of the CHCP as a whole later this year.

8. Reports (for information)

Minutes from Older People Strategy Group and Palliative Care Group were noted.

Mental Health

- J Russell advised there were ongoing reviews across Mental Health Services, including the Crisis Service, Primary Care Mental Health, Community Mental Health Teams and Out of Hours services. He will provide a report on how these reviews may impact on West Dunbartonshire CHCP.
- Dr David Gerber has been appointed Clinical Director, West Glasgow and West Dunbartonshire.
- An electronic survey has been sent to GPs regarding links to Mental Health Liaison Nurses.

JR

9. AOCB

- B Skelly advised he is moving to development work within Capital Planning and will not be available for the PAG meetings.

- K Fellows is to meet with John Dickson and Euan Paterson re DNA CPR.
- K Fellows advised he had obtained a list of specialist clinics at the Vale of Leven Hospital. He will share this list with the Locality Groups.

10. DONM

Wednesday 18th April 2012, 2.00pm, Boardroom, Hartfield