



**West Dunbartonshire Community Health & Care Partnership
Professional Advisory Group
14 August 2013 2.00pm
Boardroom, Hartfield**

DRAFT MINUTE

Present:

Kevin Fellows	Clinical Director, CHCP (PAG Chair)
Neil Mackay	GP, Alexandria
Alison Wilding	GP, Clydebank
William Wilkie	Lead Optometrist
Margaret Walker	Strategy and Planning Manager
Fiona White	District Nurse
Claire Ireland	District Nurse
Janice Miller	MSK Physiotherapy Services Manager

1. Welcome and Apologies

K Fellows welcomed everyone to the meeting and introductions were made. Alison Wilding is representing GPs in Clydebank and Claire Ireland attended as she will deputise for Fiona White in future if required. Apologies were submitted on behalf of Soumen Sengupta, Jackie Irvine, Ellice Morrison, Mark Dickinson, Stephen Dunn, Nazerin Wardrop and John Russell.

2. Minutes of previous meeting

Minutes of meeting held on 12 June 2013 were accepted as an accurate record, proposed by W Wilkie and seconded by N Mackay.

3. Matters Arising:

- Role and Remit of PAG – an event is planned for October 23rd to look at the role and remit of various groups within the CHCP.
- Francis Report – next Protected Learning Event will focus on learning from this report.

4. Clinical Services Review (CSR)

K Fellows gave the background to the Clinical Services Review and updated the group on the emerging Service Models for Planned Care, Cancer and Children.

The group discussed the level of change from secondary to community care. There must be good communication and understanding between primary and secondary care professionals in order to deliver services. If more patients are to be treated in community there must be rapid access to consultant opinion and diagnostics. There was concern that GPs are tied by contract and would have to take on more work with no additional resource.

K Fellows thanked the group for their input and advised that more detailed Service Models would be available shortly.

5. Health and Social Care Integration/Future of Locality Groups

The group discussed the role of Locality Groups within Health and Social Care Integration. Consideration to be given to:

- Function of Locality Groups
- Membership of Locality Groups
- Number of Locality Groups within West Dunbartonshire
- Function of other groups
- Duplication of groups
- Local solutions
- Interaction with health, social care, secondary care, housing, voluntary groups
- Budget allocation
- Governance

A Stakeholder Event on the Future of Locality Groups has been organised for 23 October 2013 where this topic will be discussed more fully.

6. Reports (for information)

- Mental Health – Yvonne Milne to be added to PAG distribution list.
- Change Fund Implementation Group - noted

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7. AOCB

Optometry

- **Optometry Medication Supply Project**

Questionnaire has been sent out to GP practices. Once all data, including changes to GP prescribing, has been collated a final report will be produced and next steps agreed.

- **Optometry Referral Validation Project**

This programme will be completed in October and a report presented to the Clinical Governance Group meeting on 20 November 2013.

- **Optometry Networks**

Two Peer Review meetings have been arranged. A costed proposal will be drawn up and an application made to NES for funding.

Immediate Discharge

N Mackay highlighted that his practice is being inundated with Immediate Discharge Summaries, both by e-mail and hard copy. As the summaries are sent to the practice, and not necessarily to the GP who made the referral, he felt this was a patient safety issue. This problem has arisen following implementation of the new Trakcare system.

MSK Physiotherapy

J Miller advised waiting times have risen slightly, but additional permanent staff have been recruited. The HEAT target for waiting times is to be reduced to 4 weeks by December 2014.

8. Date of Next Meeting

Wednesday 16 October 2013, 2.00pm, Boardroom, Hartfield