

**West Dunbartonshire Community Health & Care Partnership
Professional Advisory Group
06 Aug 2014 at 2.00pm
Managers Meeting Room, 3rd Floor, Garshake**

DRAFT MINUTE

Present:

Kevin Fellows	Clinical Director, CHCP (PAG Chair)
William Wilkie	Lead Optometrist
Yvonne Milne	Project Team Leader, Goldenhill Resource Centre
Nazerin Wardrop	Staffside Representative
Neil MacKay	GP, Alexandria
Val McIver	Senior Nurse, Adult Services
John Russell	Head of Mental Health, Learning Disabilities and Addictions
Gwen Carr	Head Paediatric OT

1. Welcome and Apologies

K Fellows welcomed everyone to the meeting.
Apologies were submitted on behalf of Anna Crawford, Jackie Irvine, Soumen Sengupta and Alison Wilding.

2. Minutes of previous meeting

The meeting scheduled for 11 June 2014 was cancelled. Minutes of meeting held on 09 April 2014 were accepted as an accurate record, proposed by Nazerin Wardrop and seconded by Neil MacKay.

3. Matters Arising:

Optometry

W Wilkie gave an update on the Optometry Clinical Governance Improvement Workplan initiatives:

- Ensure robust follow on patients who fail appointments for repeat visual field tests.
- Develop protocols to establish at the earliest possible opportunity the base line parameters for patients with a family history of glaucoma.
- Audit of referral logs regarding feed-back on attendance and outcomes.
- Develop a peer support group.
- Organise Practice Staff Training.

W Wilkie advised that further information is being sought regarding Optometry Medication Supply roll out. The pilot is being continued and extended into Renfrewshire.

The Chair thanked W Wilkie for this update.

PLE

Practice based PLE is to take place 18 September, Engine Room, Dumbarton Health Centre. Topics covered will be Bereavement Policy/Death Certificate/DNACPR.

Social Prescribing

J Russell noted interest in developing Social Prescribing within Mental Health Services. He will contact S Ross (WDCVS) for an update.

JR

LCP

N Wardrop advised that further awareness training on the use of the Liverpool Care Pathway has been rolled out in care homes..

4. Health & Social Care Partnership (HSCP) Update

K Fellows updated the group on the timeline for transition to a Health & Social Care Partnership. Scottish Government's consultation on the statutory regulations to accompany the Public Bodies (Joint Working) Act is on-going. A response to the regulations will be submitted to CHCP Committee in August. The draft Integration Scheme required by the Act to establish the HSCP will be shared at the next PAG meeting.

SS/KF

The draft Integration Scheme will be submitted to CHCP Committee in November; and to Council and Health Board before Christmas. Scottish Government approval is expected before 31st March for go-live date of Integration Joint Board on 1st April 2015.

5. Interim Guidance: Caring for people in the last days and hours of life

K Fellows introduced this Interim Guidance. It has been developed in response to recent concerns about use of the Liverpool Care Pathway (LCP). It sets out clear information on how staff can provide good care for people who are in the last days and hours of their life.

This document can be used to complement or supplement existing local approaches to providing good end of life care. Locally the Liverpool Care Pathway has been replaced by Care Plans.

V Mclver advised that Palliative Care Nurses are attending Care Homes to refresh meaning of DNACPR.

6. Strategic Plan

K Fellows introduced WDCHCP Strategic Plan 2014/14. The plan details the CHCPs core values of providing safe, effective and efficient health and care to and with the communities of West Dunbartonshire. The plan sets out priority key actions for delivery over the course of 2014/15.

7. **Reports (for information)**
Mental Health Development Group
Diabetes Steering Group
Palliative Care Group
Long Term Conditions
Change Fund Implementation Group

The above minutes were all discussed and noted with the following comments:

Mental Health

- ESTEEM service – for 1st presentation psychosis patients 16-35 yrs old - now available in Dumbarton as well as Clydebank. GPs can refer to this service directly. Team Leader to be invited to Locality Groups.
- Goldenhill Resource Centre implementing texting for appointment reminders – GPs requested to ensure up to date telephone numbers when making referrals.
- Primary Care Mental Health Team based at Vale Centre for Health & Care are piloting a call back service.

KF

Change Fund Implementation Group

It was noted that the Change Fund ceases on 31st March 2015, and will be replaced by the Integrated Care Fund. Review of existing projects is underway.

8. **AOCB**
J Russell suggested that he reports on Multi Agency Public Protection Arrangements (MAPPA) at next PAG meeting.

JR/IM

G Carr gave a brief update on Specialist Children's Services. Following a redesign review, all services will now be managed from the Acorn Centre. Delivery of services will continue in both the Acorn Centre and the West Centre.

Date of Next Meeting

Wednesday 08 October 2014, 2.00pm, Managers Meeting Room, Garshake