



**West Dunbartonshire Community Health & Care Partnership
Professional Advisory Group
16 October 2013 at 2.00pm
Boardroom, Hartfield**

DRAFT MINUTE

Present:

Kevin Fellows	Clinical Director, CHCP (PAG Chair)
William Wilkie	Lead Optometrist
Margaret Walker	Strategy and Planning Manager
Fiona White	District Nurse
Janice Miller	MSK Physiotherapy Services Manager
Ellice Morrison	Professional Nurse Advisor
John Russell	Head of Mental Health, Addictions & LD
Val McIver	Senior Nurse
Yvonne Milne	Project Team Leader, Goldenhill Resource Centre

1. Welcome and Apologies

K Fellows welcomed everyone to the meeting and introductions were made. Apologies were submitted on behalf of Alison Wilding, Stephen Dunn, Soumen Sengupta, Jackie Irvine, Mark Dickinson, Nazerin Wardrop, Neil MacKay, Claire Ireland and Chris McNeill.

2. Minutes of previous meeting

Minutes of meeting held on 14 August 2013 were accepted as an accurate record, proposed by J Miller and seconded by F White.

3. Matters Arising:

None

4. New Locality Groups

K Fellows presented a short paper on new Locality Groups. The purpose of the paper is to review the principles and essential activities being asked of locality groups. The paper will also stimulate discussion ahead of the WDCHCP Stakeholder Event to be held on 23rd October.

5. Protected Learning Event

This event will take place on Thursday 21st November 2013. The main topic will be the Francis Report and groups will discuss scenarios relevant to CHCP everyday practice. Jennifer Armstrong, Board Medical Director, will attend the event.

6. Optometry Medication Supply Audit

William Wilkie, Lead Optometrist, gave an update on the Optometry Medication Supply Audit. The audit indicates that being able to supply this limited range of medications direct to patients at the point of diagnosis has significant benefits:

- If rolled out it will reduce the number of eye related problems presenting to GP surgeries.
- It will improve the service to patients. 100% felt they were given an appointment appropriate to their condition, 86% on the same day within West Dunbartonshire.
- It should not increase costs to the NHS.

A meeting with pharmacy is to be held on 30th October to discuss the possible roll out across NHSGG&C. W Wilkie will attend the Locality meetings on 1st and 12th November to discuss and answer any questions. He will also present the audit results to the Clinical Governance meeting on 20th November, together with the Referral Validation Audit.

K Fellows thanked W Wilkie for this report.

7. Change Fund Update

Val Mclver gave a presentation on the Anticipatory Care Planning (ACP) initiative. The main points were as follows:

- The background to this initiative was to establish an approach which enables Anticipatory Care Planning (ACP) to be undertaken by GPs and District Nurses.
- Electronic records of the ACP decisions are recorded on a Key Information Summary (e-kis) which is to be made available on Clinical Portal, giving 24hr access to the ACP information.
- Other resources made available to support this initiative include direct access to Care Home beds, Care at Home, Step Up /Step Down
- Three ACP Nurses have been employed to support the initiative.
- Access to resources to enable patients to either remain

at home or be admitted to respite within Care Homes has further supported community care as opposed to hospital care.

- Alternatives to hospitalisation support the belief that care at home or in a homely environment is possible if patients are identified early enough.
- The need to work collaboratively within Primary Care and with other health and social care partners is essential for ensuring admission avoidance.

K Fellows thanked V McIver for her presentation and update.

8. Reports (for information)

- Older People Strategy Group – noted.
- Mental Health Strategy Group – no report available. J Russell gave a verbal update. It was agreed that it would be more useful for the PAG to receive minutes/ action plan from the monthly Development Group meetings. Y Milne will forward minutes to I McKenzie.
- Diabetes Steering Group – noted.
- Palliative Care Group – no report available. Last meeting had been cancelled.
- Long Term Conditions Group – E Morrison noted:
 - DN Review – skill mix profile still to be considered by CMT.
 - COPD – services differ between Lomond and Clydebank.
- Change Fund Implementation Group – noted.

YM

9. AOCB

MSK Physiotherapy services

- A project group is being set up to implement a new IT system across physiotherapy and podiatry.
- Locally waiting times have been reduced from 32 weeks to less than 9 weeks.

Date of Next Meeting

Wednesday 11 December 2013, 2.00pm, Hartfield