

Notes of Full PPP Meeting held on Monday 24th April 2017



Name of Group:	Full PPP Meeting	
Date of Meeting:	Monday 24th April 2017 at 0930 hours in Room 2, Learning Centre – (Forth Valley Royal Hospital)	
Present:	<p> Carol Allardyce, PPP Member Margo Biggs, PPP Member John Boyle, PPP Member Lee Campbell, PPP Member Evelyn Crosbie, PPP Member Lawrie Dewar, PPP Member Margaret Gilmour, PPP Member James Greenaway, PPP Member Helen Macguire, PPP Member – (Chair) John McGhee, PPP Member Sheila McGhee, PPP Member Christina McNeil, PPP Member Mary Miller, PPP Member Terence O’Byrne, PPP Member John Snaddon, PPP Member Eileen Wallace, PPP Member Margaret Wotherspoon, PPP Member </p>	
In Attendance	<p> Jessie-Anne Malcolm, PPF Development Coordinator Pauline Marland, Person Centred and Patient Experience Coordinator Derek Blues, Local Officer, Scottish Health Council Dr Klara Ekevall, Associate Medical Director, Women and Children’s Health Fiona Gordon, Service Manager, Prison Healthcare and Specialist Community Services Louise Boyle, Head of Nursing for Surgical Directorate </p>	
Welcome and Introductions	<p>Helen Macguire welcomed all to the meeting and paid tribute to Karen Maclure, Person Centred and Patient Relations Manager, who has now left – see PPP News. Members were advised that Helena Buckley would be returning on Wednesday, 26 April 2017.</p>	
	Key Points of Action	Action

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<p>Apologies for Absence:</p>	<p>Helena Buckley, Quality Manager Sheila McDuff, PPP Member David McLaren, PPP Member</p>	
<p>Note from Full PPP Meeting held on Monday 27th February 2017</p>	<p>The Notes from the Meeting held on Monday 27 February 2017, “after adding apologies from Lee Campbell”, were accepted as an accurate record.</p>	
<p>Actions from Notes</p>	<p>p2 Question from Mark Craske’s Presentation – re travel on buses throughout the UK. Leigh Fagan to be asked to send out answer received from Mark Craske.</p> <p>p9 Update from Pauline Marland on Discharge Packs –we are due to start distributing packs in May after overcoming difficulties with method of payment for supermarket purchases and changes in banking facilities. Purchases will now be made by Pauline and paid through petty cash.</p> <p>p9 Pauline Marland updated on Ward 5 - Mental Health Ward’s Health and Wellbeing Project. Dementia Awareness is part of Induction Training. There are 18 volunteers and RSVP are involved. At present sorting out timetable.</p> <p>Question from Evelyn Crosbie about getting a mapping “poster” of who are working where as volunteers.(To incorporate Oncology and Maggie’s Centre) Pauline said this should be possible. Eileen Wallace said that a template exists. John McGhee said Comms & Media Group could help with this.</p>	<p style="text-align: center;">L Fagan</p> <p style="text-align: right;">Pauline Marland John McGhee Comms & Media Group</p>

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	<p>Pauline designing “Passport” for volunteers about scope, health and safety.</p> <p>p9 Patient Relations Contact Cards are being redesigned for new Patient Relations Manager. Currently using interim cards.</p> <p>p12 PCHC Learn and Share Conference – This was a national event and a wide range of staff were invited. Unfortunately, no places could be offered to PPP members as places were quickly taken up. Eileen Wallace was invited through Health Improvement Scotland and was able to provide members with a report in the April PPP News. NHSFV presented on Strategy, Training and Volunteering in B21 & B22.</p> <p>Thanks were expressed to Leigh Fagan for informative Notes of the 27 February 2017 Meeting.</p>	
<p>Stillbirths</p> <p>Definition – A baby born at or after 24 weeks gestation with no signs of life.</p>	<p>Dr Klara Ekevall was welcomed to the meeting.</p> <p>Dr Ekevall’s presentation included the following points:</p> <ul style="list-style-type: none"> • Stillbirth may occur antepartum – before the onset of labour intrapartum – after the onset of labour • 24 cases in NHS Forth Valley in 2016 • Rise noted from December 2015 – May 2016 • Fall from June 2016 – January 2017 • In context, 5 year graph of Scotland shows 4.1 per 1,000 nationally. Forth Valley 3.7 over 5 year period. • National Monitoring takes place: 	



	<p>MBRRACE Each Baby Counts MCQIC (SPSP)</p> <ul style="list-style-type: none"> • Existing work to reduce stillbirths was listed • Review Process: • Enhanced Review Process • Investigatory Findings • Cause of Death • Quality of Care • Further Actions • External Review • External Review Findings and Conclusion <p>In conclusion Dr Ekevall said that 24 stillbirths occurred in 2016 with a progressive fall in the second 6 months. 20 cases had excellent or very good care. There were 4 cases where different care could possibly have influenced the outcome, not supported by external review. A comprehensive review process was carried out from an early stage. There are ongoing actions to reduce stillbirth.</p> <p>Questions:</p> <p><i>Are people aware of risks in pregnancy?</i></p> <p><i>Women are given information. Women at higher risk are older or have mental health issues.</i></p> <p><i>Should all Maternity patients be screened for Strep B?</i></p> <p><i>Based on evidence received, it was decided against doing this.</i></p> <p><i>Do mums realise the speed at which problems can occur?</i></p>	<p style="text-align: right;">L Fagan</p>
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	<p>The group thanked Dr Ekevall for attending and a copy of the presentation would be circulated to the members.</p>	
<p>ALFY Service</p>	<p>Mrs Fiona Gordon, who has taken over from Mrs Irene Warnock, attended today's meeting to advise of changes to the ALFY Service and to ask for suggestions on making the service more widely known.</p> <p>The ALFY service has now been established for a year and provides a 24-hour nurse-led advice line for people over 65 or with long-term conditions. The following points were noted:</p> <ul style="list-style-type: none"> • ALFY nurses go into several wards to tell identified patients for pre-discharge about ALFY. • ALFY nurses also go into Discharge Lounge • Follow-up calls being made post discharge • It is hoped to go into Community Hospitals. • ALFY sign now on FV vans • Update of leaflets to include under 65s with long-term conditions. • Working closely with Anticipatory Care Teams. • Office moving to Stirling • Recruiting staff for 2 new posts. • Increased telephone calls since going into wards. • Derek Blues, SHC, involved with patient questionnaires • Trying hard to promote service including: <p>Use of fridge magnets, video regarding service is running in 2 GP practices at present, new leaflet (out at beginning of May), stall at Innovation Day in FV College, Alloa on 25 April 2017.</p>	

	<p>Suggestions:</p> <ul style="list-style-type: none"> • <i>Leaflets could be distributed through Churches etc</i> • <i>Incorporate MECS</i> • <i>ALFY video in all Forth Valley GP practices</i> • <i>Less emphasis on Plan, which has to be filled in</i> • <i>Promote at PPF meetings</i> • <i>Promote through Carers groups</i> • <i>Advertise on buses, hospital transport</i> • <i>App through Contact Scotland</i> <p>The group thanked Mrs Fiona Gordon for updating them on changes taking place with ALFY and offered to help promote the service in whatever way possible.</p>	
<p>Care of Older People in Hospitals</p>	<p>Mrs Louise Boyle was welcomed to the meeting.</p> <p>Mrs Boyle’s presentation included the following points:</p> <ul style="list-style-type: none"> • Standards updated - FV committed to these • HIS announced and unannounced inspections • “Better Every Day” – FV Quality Improvement Strategy - Identifies current healthcare needs • 2016 FV submitted health evaluation – reduction of falls, protected meal times, Care Plan bundles • 15 November 2016 HIS unannounced inspection • Excellent feedback – found calm atmosphere in wards, buzzers answered promptly. <p>Some areas for improvement eg documentation and individual care plans needing to be re-designed to be more effective.</p> <p>Commented on work to reduce falls, Balanced Score Card, risk assessments.</p> <ul style="list-style-type: none"> • Dedicated member of staff looking at ward areas prone to 	

	<p>falls.</p> <ul style="list-style-type: none"> • Assessment to identify patient's nutritional needs • Balanced scorecard owned by person doing work • Formed Older People's Group • Nurses want older people to be involved with design of most user-friendly tools. • Noticed when dementia patients transferred from ward to ward this caused them distress. Avoid transfer of such patients. • Inspection has speeded up the work to improve service. • Adult with Incapacity forms have been redesigned • Review of Care and Comfort Rounds • Pilot of frailty assessment • Comprehensive geriatric assessment • Care of older people and people with dementia oversight group • Regular audits of key areas of practice • Red maple leaf sign above beds for patients at high risk of falling. <p>Comments:</p> <p><i>Lee Campbell said that she was glad the Care and Comfort Round documentation was being reviewed. Although patients are assessed for care packages required after discharge these are often inadequate. Concern that there is a lack of carers in the Community. The question of readmissions was also asked.</i></p> <p>The group thanked Mrs Boyle for a very detailed presentation and a copy of the presentation would be circulated to the members.</p>	<p style="text-align: center;">L Fagan</p>
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<p>Business Meeting</p>	<ul style="list-style-type: none"> <p>• PPP Steering Group Update</p> <p>At last meeting it was agreed that Derek Blues, SHC Officer would be Interim Group Chair. Farewell to Karen Maclure was reported in April PPP News.</p> <p>• Communication and Media Task Group – Mr John McGhee</p> <p>Success Stories have been updated on PPP pages on website:</p> <p>Selection of Medical Directorate – Head of Nursing, <i>Margo Biggs, Carol Allardyce and Lee Campbell;</i></p> <p>Ward Support Roles, <i>James Greenaway, Carol Allardyce and Evelyn Crosbie</i></p> <p>PPP Newsletter success with thanks to Terence O’Byrne;</p> <p>Information Governance – interpret wi-fi and social media limitations.</p> <p>• Patient Experience Roles – Feedback</p> <p>Lee Campbell – staff helpful and ward especially pleasant – infection control issues.</p> <p>Evelyn Crosbie – staff pleasant, responses mainly regarding catering.</p> <p>Carol Allardyce – there has been a lack of forms available.</p> 	
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	<ul style="list-style-type: none"> • Leaflet Task Group Update – Lee Campbell There have been 4 tasks undertaken by Leaflet Group: Diabetic and Footcare leaflets Exposure of Canine Teeth leaflet Poster from CAMHS - “Credit Card” format?? • Diaries of Involvement – Helen Macguire Members thanked for continuing to send in their diaries. There has been an increase in ward and voluntary tasks. Integrated Joint Board involvement is also recorded. Total hours for year April 2016 – March 2017 is 1,889.5 hours. • PPP Participation Request Forms – Pauline Marland There have been no Participation Request Forms received. Pauline advised members that she was here for support and ready to answer any queries. Her office is situated next to Spiritual Care. 	
<p>Any Other Competent Business</p>	<ul style="list-style-type: none"> • Eileen Wallace circulated NHS24 leaflets and pens. She also advised that the Board’s present Clinical Governance Chair, Mrs Julia Swan, non-executive Board member and Vice Chair, has a further 4 year period in office till March 2021. • Jessie Anne Malcolm notified everyone of the forthcoming PPF Public Meetings in Clacks, Stirling and Falkirk on 7, 14 and 20 June 2017. Topics are Community Support for 	

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	<p>People with Long Term Conditions; Stroke Awareness and ALFY.</p> <ul style="list-style-type: none"> • Thank you expressed by Carol Allardyce for presentation to Karen Maclure at the Steering Group meeting. 	
<p>Date and Time of Next Meeting</p>	<p><i>Monday 19th June 2017 @ 0930 hours in Room 1, Learning Centre – (Forth Valley Royal Hospital) (Maggie Centre?)</i></p>	