

NETWORK BOARD MEETING

Minutes of the meeting held on
Wednesday 2nd December 2009 at 10 am

Board Room, Dudley PCT, Kings House, Kings Street, Dudley, DY2 8PE

PRESENT:

Alison Moore, Consultant Neonatologist
Alyson Skinner (ASk), Consultant Neonatologist
Andy Spencer (AS), Network Lead
Ann Clare, Matron for Maternity and Paediatrics
Anne Chatfield, Ward Manager
Babu Kumararatne, Consultant Paediatrician
Barbara Hodgkiss, Clinical Nurse Manager NNU
Carol Cooper, Finance Manager
Caroline Southall
Chris Thomas, Network Manager
Doreen Humphries, Ward Manager
Gina Hartwell, Practice Educator
Gursharan Rai, Network Co-ordinator
Jo Cookson, Practice Educator
Jon Cooke (JCK), Children's Programme Lead
Jon Crockett (Chair) (JC) Chief Executive
Kate Palmer, Consultant Paediatrician
Lyndola Grieg, ANNP
Melody Bridges, Commissioning Manager - Specialised
Children's Services
Ruth Moore, Network Manager
Sanjeev Deshpande, Consultant Neonatologist
Sarah Carnwell, Administrator
Sue Ellis, Ward Manager NNU

Telford and Shrewsbury Hospitals
Wolverhampton/Walsall
Newborn Network
Walsall Manor Hospital
Mid Staffordshire General Hospital
Royal Wolverhampton Hospitals
University Hospital of North Staffordshire
WMSCT
Parent Representative
Newborn Network
Walsall Manor Hospital
Newborn Network
Maternity Network
Newborn Network
NHS West Midlands SHA
Wolverhampton City PCT
University Hospital of North Staffordshire
Royal Wolverhampton Hospitals
WMSCT

Newborn Network
Shrewsbury and Telford Hospitals
Newborn Network
Telford and Shrewsbury Hospitals

APOLOGIES:

Anand Mohite, Consultant Neonatologist
Dave Roden, Associate Specialist in Neonatology
Dawn Homer, Unit Manager
Di Dawson, Associate Director
Doreen Quammie, NNU Ward Manager
Liz Jones, Senior Breastfeeding & Neonatal Research Practitioner
Pam Smith, Matron for Paediatrics and Maternity
Simon Jenkinson, Lead Obstetrician

Dudley Group of Hospitals
University Hospital of North Staffordshire
Royal Wolverhampton Hospitals
University Hospital of North Staffordshire
Dudley Group of Hospitals
University Hospital of North Staffordshire
Dudley Group of Hospitals
Newborn Network and Maternity Network

2. MINUTES OF THE MEETING HELD ON THE 12th OCTOBER 2009

The minutes to be amended under item 10 RD&A Group to reflect KP's objection to the amalgamation of the group with the Guidelines Group, as she felt the two Groups together would be too big. Including this amendment, all agreed the minutes as an accurate record.

3. MATTERS ARISING

There were no matters arising.

4. WEST MIDLANDS SHA

Investing for Health – Maternity and Newborn Update

JCK gave an update to the group. It has been identified that there is a need in the West Midlands for more short stay paediatric units, in order to meet the increased demand for care that is needed for hours rather than for days. There is a need for more staffing due to the 24 hour service. The proposed changes are:

Coventry and Warwickshire

Short stay units at George Elliott and South Warwickshire with one main paediatric unit at the tertiary centre. However, it is only possible to sustain two obstetric units.

Birmingham

Sandwell will have no obstetric unit and no midwifery unit, this could impact on Walsall and Dudley increasing their workload. There will be an obstetric unit at the City and in-patient paediatrics at Sandwell. Solihull are not going to have obstetrics due to a lack of NNU support.

Hereford and Worcester

Due to the remoteness of the area it demands a level of service, which means there is a small

ACTIONS

SC

volume at the Alexandra Hospital.
Shropshire, Telford and Wrekin

There is to be a single in-patient paediatric unit, however where this will be sited has yet to be agreed.

South Staffordshire

An externally commissioned review will be completing shortly, with recommendations going out for consultation in January. Obviously any changes could impact on Stoke.

In answer to JC's query as to how issues were to be resolved, JC explained that a service modelling tool was being used for maternity in order to run through various scenarios.

Consideration was being given to choices of mothers and what factors were used to make those choices. Also, a workforce model was being used in order to identify the workforce required to provide the level of care and whether or not that workforce demand could be realistically met.

There is also a concern around de-skilling and training issues for smaller units, which is being taken forward with the Deanery, as well as looking at the submissions to the Deanery of workforce plans.

Consultation is on-going and due the election some of these changes may be played out in the media which could make any changes more difficult for those involved.

JC welcomed the changes on behalf of the group and was grateful that a whole service perspective was being given to any changes rather than each one being considered in isolation, as it required a strategic direction given the number of changes being made. JC then asked for questions from the Board. Only one question was raised around the optimum size for obstetric units. JCk responded by saying that there was no one size fits all and that the only guidance he could give was that 3,000 was considered small, and that in order to meet standards of care and EWTD a certain level of funding and workforce was required.

5. NETWORK ROLES UPDATE

Network Manger/Lead Nurse Secondment

RM has commenced her secondment and Chris Thomas will be covering three days Monday, Tuesday and Wednesday, however there is flexibility around this. JC wished RM good luck and hoped that continuity would remain.

Parent Representative

Caroline Southall was welcomed to the Board. Natalie has now withdrawn due to other commitments. Another parent is interested and RM is in discussions. Julie Ebrey remains in post.

Network Clinical Lead

AS has been appointed as National Clinical Lead for Data Collection, however he is to continue in his role as Network Clinical Lead.

6. DH/NHS NEONATAL TASKFORCE UPDATE

Toolkit for High Quality Neonatal Services

CT gave a presentation to the Board which will be circulated with the minutes. There are eight key principles. Benchmarking will be undertaken by the various Network Groups. There is a huge piece of work to be undertaken around surgical compliance and how this is audited. Data collected will be vital in order to obtain finance and to support the development of services in order to be compliant with the principles. Each unit will undertake their own GAP analysis, however a standardised tool will be used across the network for comparison purposes. Each unit needs to make sure their Trusts Chief Exec has a copy in order for compliance to be led from the top, as well as the bottom. Transport is compliant through the NTS other than parents not accompanying babies, a decision which was taken for clinical reasons. A number of enquiries have been received from local MP's, a standard network response will be provided and the Board copied. JC requested that a standardised network analysis be undertaken.

SC

All

RM/CT

7. NETWORK STANDARDS ASSESSMENT QUARTERLY PROGRESS REVIEW

Network Collated Status and Trust's Status Tables

RM gave a presentation comparing September (results presented at the last Board meeting) and November with no significant changes identified. SC to circulate the presentation with the minutes. Maternity Services Staffing was identified as one of the areas that remained unanswered by most of the units. Pending has been added to the tool, for standards that units are not able to achieve due to current restrictions on location or building size, etc. In order to prevent duplication of effort it was agreed that the SAD information would be used to show compliance with the principles in item 6. above, however a number of additional areas would need to be added. RM to take forward with the website developer.

SC

RM/CT

8. COMMISSIONING NEWBORN SERVICES UPDATE

WMSCT Update

Gail Fortes-Mayer commences in post on the 1st December as Assistant Director – Children's Specialised Services, taking over from Mick O'Donnell.

Commissioning intentions have been presented to the LCCB's. The PCT's have said to expect zero growth therefore savings will need to be made.

There is a 900k over performance mainly due to activity out of region. Each provider sets their own pricing policy, the result of this is that a cot out of region costs three times more than a cot in region. MB is challenging providers pricing policy and agreeing to pay the national average. As well as trying not to send babies out of region, where possible the network needs to be returning those babies that have gone out of region back as soon as possible. CC is undertaking an analysis to find out why babies are going out of region. KP explained that even if a cot is available there is not always a maternity bed available and it is this difficulty which can push babies out of region. AM mentioned the need for babies to go out of region for surgical reasons. CC agreed that this was a genuine transfer and that there was a contract price in place for regular surgery.

Alison Teale is leading on the process for the CQUINS scheme where 0.5 of the contract value will be held for the scheme. JC will review the minutes of the CQUINS meeting and get in touch with the Board in due course.

JC

9. NETWORK INVESTMENT STRATEGY GROUP

This item was deferred due to dispute over the process used to score the bids.

10. FINANCE

Network Budget Briefing Paper

There is an overspend on the infrastructure budget due to maternity leave, however there is a commitment from Commissioners to cover maternity leave costs, and slippage in other budgets therefore the network is on track overall.

11. PERINATAL MORTALITY RATES 2008

Verification of CMACE Trust Specific Data

The network was an outlier in the report last year, however some inaccuracies were identified with the report and the network worked with Julie Maddocks at CMACE to correct the data. This year units have been sent the data prior to publication of the report in order to verify the data, as some units are outliers. All units to confirm with the network the accuracy of the data and send AS an anonymous list of babies with reasons for death, birth weight and gestation.

All

12. FACILITATED WORKSHOPS AND NETWORK JAMBOREE

Two facilitated workshops have already been held, with a further two to be held in January. An action from the workshops was for the network to get together more, a jamboree is to be held on Thursday 25th February facilitated by Ken Tooze to celebrate the achievements of the network and look to what the network would like to achieve in the future. AS requested that each network group produce a poster outlining their achievements.

SC
Network
Group
Chairs

13. MATERNITY NETWORK UPDATE

GR gave an update. A Perinatal Education Event in afternoon and Stakeholder Day discussing IUT's in the morning was held on the 13th November at Shrewsbury. GR is looking at future funding options for the maternity network.

14. NETWORK PROJECT GROUPS UPDATES

Helping Hands Support Group

The network would now like to expand the idea across the other units in the network.

Equipment Group

SLE are to fund a ventilator training day in March, BK to let everyone know details nearer the time. The group are exploring alternative sources of funding for telemedicine. GH is arranging training for the CFM. ASk asked if the transport team could be included.

BK
GH

Guidelines Group

The printing of the books is being taken forward with the suppliers in order to get a time frame for books to be available in the new year.

RDA Group

The next meeting of the group is to be a joint meeting with the Guidelines Group.

Joint Transport Group & Cot Locator Sub Group

ASk gave a one month update on activity with 133 requests and of these 112 were met. Our network accounts for 25% of the activity of the NTS. The NTS will continue to carry out transfers of surgical and cardiac babies, as identified on the flow chart circulated. ASk asked all units to make

sure maternal blood was available to go with babies during transfer. A Transport Study Day is to be held on the 22nd January further details will be circulated.

Workforce Development Group

Stoke on Trent College have accredited an NVQ Level 3 for Clinical Support Workers. The group are going to take forward how medical workforce issues can be incorporated into the remit of the group at the next meeting.

Breastfeeding Group

GH is to take over as Chair from Liz Jones. GH is looking at benchmarking each of the units in the network. SD proposed that the group could change their name to be more inclusive of other forms of feeding, GH to take forward to the groups next meeting.

Follow Up Group

The proforma has yet to be put on to the Badgernet software, this is being taken forward by the developers at Clevermed.

Resuscitation Group

Having met their original objectives, the group have agreed to meet once more following the publication of the Resuscitation Council Guidelines next year in order to review whether the group feels it needs to set new objectives. Further objectives have been set as part of the Network Business Plan.

Dataset Group

The group is working on implementation of Badgernet system across the network. KA will be presenting the results of the study at the next meeting.

All
ASk

GH

15. NEONATAL SURGERY PROJECT UPDATE

Liz Bromley is to represent the network at the Guidelines Group meetings. Training and surgical skills study day is to be held at New Cross on the 26th January, GH to circulate details.

GH

16. QUAD NEETWORK MIDLANDS MATTES “EVIDENCE INTO PRACTICE”

Our network is hosting the event this year to be held at the Molineux stadium in Wolverhampton. RM encouraged everyone to get their registration forms in early in order to take advantage of the discounted price for early booking.

All

17. ANY OTHER BUSINESS

BLISS Parent Survey

RM to take forward with the finance team to look at how the network can fund the £6,000 cost.

RM

18. DATES AND TIMES OF NEXT MEETING

Please note due to the intake of new Junior Doctors the date and time of the next Board Meeting has been changed and will now be held on:

Thursday 25th February 2010 at 10 am, venue to be the same as the Network Jamboree

Future meeting dates are:

Wednesday 16th June 2010 at 10 am, Dudley Clinical Education Centre

Wednesday 22nd September 2010 at 10 am

Wednesday 15th December 2010 at 10 am

**NETWORK BOARD MEETING
ACTION POINTS
for the meeting held on Wednesday 2nd December 2009**

ACTION:	PERSON(S) RESPONSIBLE
The minutes of the 12 th October 2009 to be amended under item 10 RD&A Group to reflect KP's objection to the amalgamation of the group with the Guidelines Group, as she felt the two Groups together would be too big.	Sarah Carnwell
CT gave a presentation to the Board which will be circulated with the minutes.	Sarah Carnwell
Each unit needs to make sure their Trusts Chief Exec has a copy of the Toolkit for High Quality Neonatal Services	All
JC requested that a standardised network analysis be undertaken.	Ruth Moore/Chris Thomas
SC to circulate the standards assessment presentation with the minutes.	Sarah Carnwell
RM to take forward the additions to the website standards assessment tool with the developer.	Ruth Moore/Chris Thomas
JC will review the minutes of the sequins meeting and get in touch with the Board in due course.	Jon Crockett
All units to send AS an anonymous list of babies with reasons for death, birth weight and gestation.	All
SC to arrange venue for Jamboree on the 25 th February 2010.	Sarah Carnwell
AS requested that each network group produce a poster outlining their achievements.	Network Group Chairs
SLE are to fund a ventilator training day in March, BK to let everyone know details nearer the time.	Babu Kumararatne
GH to arrange training for the CFM.	Gina Hartwell
ASk asked all units to make sure maternal blood was available to go with babies during transfer.	All
A Transport Study Day is to be held on the 22 nd January further details will be circulated.	Alyson Skinner
SD proposed that the group could change their name to be more inclusive of other forms of feeding, GH to take forward to the groups next meeting.	Gina Hartwell
Training and surgical skills study day is to be held at New Cross on the 26 th January, GH to circulate details.	Gina Hartwell
RM encouraged everyone to get their registration forms in early in order to take advantage of the discounted price for early booking.	All
RM to take forward with the finance team to look at how the network can fund the £6,000 cost for the BLISS Parent Survey.	Ruth Moore