

DEVELOPMENTAL CARE GROUP MEETING NOTES		
Thursday 04 January 2018 at 10am		
Meeting Room on the NNU, Shropshire Women and Children's Centre, Princess Royal Hospital, Telford, TF1 6TF.		
		Actions
1. APOLOGIES:	Ruth Moore – SSBCN ODN Danielle Mace – Russell's Hall Hospital, Dudley Lisa Gough – Russell's Hall Hospital, Dudley Lindsay Freeman – University Hospital of North Midlands Navjit Sarah Tranter – SWMNMN Lucy Johnson	
	PRESENT: Sarah Carnwell – SSBCN ODN Vicky Wykes – Princess Royal Hospital, Telford Nicky Taylor – Princess Royal Hospital, Telford Julie Price – Walsall Manor Hospital Lynsey Clarke – SSBCN ODN	
	The meeting was not quorate therefore the minutes will be circulated for the group to comment on any suggested changes/agreements made at the meeting.	
2. MINUTES OF THE 7TH SEPTEMBER 2017	All agreed.	
3. MATTERS ARISING	NT to add Julie Price and Vicky Wykes to Whatsapp. SC and Carol Guest to circulate the Midlands and East Conference Programme to all Group circulation lists.	
4. DEVELOPMENTAL CARE STUDY DAY 24 APRIL 2018	This item was deferred to the end of the meeting. LC to check if a venue has been booked at Walsall.	
5. CURRENT DEVELOPMENTAL CARE PRACTICE ON EACH UNIT	Developmental Care Products Used in Each Unit NT has now got Cuski nests at Telford and has arranged training by Cuski on their use at the unit. Carefusion SiPAP Machine Training LC informed the Group that if units do not buy Visis/Carefusion/Aqualunt disposables that the company will not provide training for their machines. All units to undertake a risk assessment. LC to send a copy of the letter from the company to each of the unit Managers to put in the risk assessment. NT informed the Group that following training on their machine at Telford identifying the need for a flugal flip, the machines have now been modified.	
6. CO-BEDDING OF TWINS GUIDELINE	SC to provide VW at Victoria.wykes@sath.nhs.uk with a copy of the BCGP notes on how to produce a guideline in order for her to produce a guideline for the next edition. All agreed that it could be used for either short periods or full time care depending on the needs of both babies. VW to get permission from Southern Central Network for permission to adapt their guideline and for use of the doll photos.	
7. WHERE IS EACH UNIT AT AGAINST THE DEVELOPMENTAL CARE GUIDELINES IN THE NETWORK NEONATAL GUIDELINES?	LC informed the Group that ST was still covering for the Network Manager post in the SWMNMN as Sonia Saxon had returned on a phased return to work. LC to write to ST for an update.	
8. BLISS BABY CHARTER AUDIT	SC informed the Group that all units except Dudley had submitted the first audit. All agreed that this item could now be removed from future agendas.	

	<p>Family Integrated Care SC explained that Whose Shoes was an improvement programme designed to get patient/parents views on what will improve care for them and their babies. SC asked for suggestions on how to embed Family Integrated Care onto each unit in the Network. VW suggested infection control and will e-mail SC the In Your Hands information. The Group felt that Family Integrated Care (FIC) would come under the remit of this Group, all to comment on whether they are in agreement. Once agreement has been obtained from the Group to proceed, NT to write to unit managers for FIC representation at this Groups meetings. NT to e-mail SWMNMN to get a copy of their FIC Group Terms of Reference. NT to amend the Terms of Reference and circulate a draft version incorporating FIC for the Group to agree. JP to e-mail a consultant interested in FIC to see if they would be interested in joining the Group.</p>	
9.	<p>PARENT PASSPORT UPDATE All agreed that it needs to be given to parents at admission with the BLISS Handbook. The parent passport should be kept at the cot side with both parents and staff jointly responsible for completing the sections.</p>	
10.	<p>USE OF OCTOPUS Telford started using the octopus again. They can be washed at 90 degrees. Walsall using however had to quality control check and have put a disclaimer in place that it is the parents responsibility to wash the octopus every seven days.</p>	
11.	<p>CHEST PHYSIO Nobody available to teach physio anymore. Telford has not got access to a physiotherapist. All to speak to physiotherapist superintendent to make sure their unit has access to a physiotherapist. If there is no access, datix every incident and raise at National Neonatal Peer Review Visit.</p>	
12.	<p>OVERLAP MEETINGS OF THE FEEDING AND NUTRITION GROUP AND DEVELOPMENTAL CARE GROUP Both Groups will meet separately on the same day on the 27th June 10 am until 11:30 am this Group then 11:30 am until 12 both Groups together to discuss overlapping issues. Feeding and Nutrition then meeting afterwards.</p>	
13.	<p>ANY OTHER BUSINESS There was no other business.</p>	
14.	<p>DATE AND TIME OF FUTURE MEETINGS The next meeting will be held on Monday 26 March at 10 am at Dudley – Lisa Gough please can you book a room and let Carol Guest know the venue. The following meeting will be an overlap meeting on Wednesday 27 June at 10 am with Feeding and Nutrition Group joining at 11:30 am, Carol Guest to book a room at Stafford for both meetings.</p>	