

QIPP Group Meeting	
Tuesday 7 June 2016	
Walsall Manor Learning and Conference Centre.	
Minutes	
1.	<p>Apologies: Subramanian Mahadevan, Consultant, Dudley Jo Cookson, Practice Educator, SSBCNMN Hannah Hadley, ANNP, Dudley Kate Palmer, Consultant, Stoke Anand Mohite, Consultant, Dudley Simon Jenkinson, Obstetrician, Wolverhampton</p>
	<p>Present: Alison Moore, Consultant, UHNM (Chair) Babu Kumararatne, Lead Clinician, SSBCNMN Mel Sutcliffe, Clinical Effectiveness Lead, SSBCNMN Wendy Tyler, Consultant, Telford Shiva Shankar, Consultant, Telford Lisa Poston, Nurse Manager, Walsall Carol Mee, Practice Educator, Walsall Lynsey Clarke, Practice Educator, SSBCNMN Raghu Krishnamurthy, Consultant, Walsall Ruth Moore, Network Manager/Lead Nurse, SSBCNMN</p>
2.	<p>Minutes of the 8 March 2016 Meeting Agreed with the corrections noted below; Date of the last meeting to be changed to 8 March 2016 (not 2015) Mel Sutcliffe needs adding to the Present List Spelling corrections: Page 1 & 3 - Raghu (not Ragu) Page 2- STEIS (not STICE), Page 3 Neena (Not Nina) , Modi (not Moody), Page 4 Kalyan (not Kalian)</p>
3.	<p>Matters Arising; Actions from the previous meeting notes were reviewed. MS feedback the inability for badger to tighten the way in which ventilation days are counted in order to improve the exception report. MS now has the correct read only access to all Trust's badger reports. The proposal for badger to submit the national dashboard data for units to the national system was discussed. MS to forward the recent email received from badger to RM which identifies that not all units in SSBC have not signed up to this. RM to then follow this up with badger and the units involved. Parent App Discussion around the poor uptake of the parent app in terms of downloads to smart phones and lack of parental feedback via the app (3 in total since launch in Sep and none since Jan) identified that several colleagues present were not aware of the content of the app, therefore all staff are to be encouraged to download the app onto their phones (or review on a computer) and familiarise themselves with the content in order to be able to promote the app in a meaningful way with all parents they talk to Single numbers service –changes following the merger of NTS with KIDS from 1 July were discussed, further communication about the service is being sought and will be circulated to both neonatal and maternity colleagues when received. The group identified that although it was not the complete service they had hoped it would be it would still be an improvement to the current service in terms of facilitating location of maternal bed and neonatal cot for in utero transfers.</p>

PN Update:

Subramanian Mahadevan has agreed to lead the completion of the piece of work regarding standardisation of PN in SSBCNMN. A meeting will be arranged in July with clinical representation from each unit;

Subra – Dudley

Kalyana – Wolverhampton

Alyson – Walsall

Patricia – Telford

Jyoti – Stoke

Each clinical rep should identify an appropriate pharmacist PN rep from their Trust to invite to attend too.

BAPM have also recently approved a document The Provision of Parental Nutrition within Neonatal Services – A Framework for Practice April 2016. **RM to circulate Colin Morgan's National toolkit for standardising PN and identify a date for the meeting of this group in July.**

4. Network Activity and Quality

Network Activity and Workload Quarterly Benchmark Report

RM check the Admission by Gestation Graph as Walsall Q4 has been cut off.

The activity data was reviewed and discussed by the group. RM identified that the amount of SSBCNMN activity outside of the network was similar to the amount of out of network activity in SSBCNMN and therefore the capacity may be about right, just that the patient flows need to be improved to ensure the right baby is in the right cot.

Outcome measures

Cooling numbers were discussed, it was identified that Walsall is the only unit without a CFM in SSBCNMN and that it might be beneficial to have one as a photo of the trace can be taken and emailed to the cooling centre to review to help assess the appropriateness of transfer for cooling or not.

NNAP Questions

Funnel plots to be circulated with the minutes of the meeting as missing from the original report on the website. RM to forward an email to the group from NNAP with a user feedback survey to complete.

Exception Reports

Units are notified and further details are requested if there are exceptions identified in the badger monitoring report that the unit has not self reported to the network.

National Dashboard

The group acknowledged the inaccuracy of various units data over the year, **all to discuss with their units to improve the accuracy of the submitted data.**

Parent Experiences of Neonatal Services

Limited amount of feedback received, as per the discussion above regarding the parent app.

Sharing Lessons from SUI's

AM to share any identified learning from a pending coroners case at UHNM, AM to feedback to subsequent QIPP and Mortality review meetings. SaTH to share their Massive Haemorrhage and updated Subarachnoid haemorrhage guidelines with the network. SaTH to share their simulation scenarios on this subject with the network practice educators

WT updated the group on the increase in ROPs requiring laser therapy seen at SaTH and will bring SaTHs action plan to the meeting with the other units involved and Lucy Butler on 11 July. SS shared what he looked at when reviewing the cases at SaTH. **WT to email AM with an outline of what is required for the meeting. AM is finding a representative from UHNM to attend the meeting.** An increase in ROP requiring laser therapy has been seen across the network this year, the lessons learnt and action plan developed from the planned meeting on 11th July will be shared across the network.

The group discussed what should be reported to the network, broadly this is any incident which has some learning (or actions required) that could be applicable to other units in the network – **AM to draft the suggested criteria for circulation with network board papers on 5 July and discussion at the network board on 12 July**

	<p><u>Standards Assessment</u> Nothing new to report at this time, SWMMNN units are completing the tool now.</p>
5.	<p>Mortality Review Perinatal mortality surveillance report 2014 launched, Prof David Field is speaking at the network AGM on 12 July about the findings for SSBCNMN. All units neonatal mortality are amber up to 10% higher than the national average, MBRRACE suggest Trusts should undertake an external review to understand what might be contributing to this. WT shared that SaTH had been able to do this with the 2013 deaths using the new Consultants who had not been involved in the babies care as the external review. NB. There was confusion in the group as to consistency between the 2013 and 2014 reports in method of attributing deaths to units, in both reports (2013 and 2014) the deaths are attributed to the place of birth. The joint perinatal mortality education event will be hosted by SWMMNN this year and is being held on Friday 7th October at Birmingham Women's Hospital. The long awaited national perinatal mortality review tool is out for tender, however it is acknowledged that the neonatal mortality review aspect of the tool is not well developed and the BAPM mortality review group have been asked to develop this further, the second meeting of this group is taking place at the end of June.</p>
6.	<p>Service Developments <u>NICU/LNU Daily Communication Update</u> The group reviewed the updated LNU/NICU Communication policy and were happy for this version to go for ratification at the board meeting. <u>West Midlands Neonatal Service Review</u> There is renewed effort in completing this review, the first parent focus group took place in Wolverhampton at the same time as this QIPP meeting, the next event is on Friday in Telford. The clinical workstream met last week, ODN boundaries were discussed, it is now proposed to bring all the WM neonatal services into two neonatal ODNs, one in the north and one in the south each covering 3 maternity Sustainable transformation programme areas. The ODN boundaries are in terms of network infrastructure and should not mean there are changes to care pathways unless this is in the interest of patients and their families in the future. The contract/demand workstream meets next week. <u>Fixed concentration Infusions: RCPCH Letter and Consensus</u> – this was circulated with the papers for information. BK to provide updates on progress with this work to the group. <u>Update on Network Posts</u> – The shared QIL post has been recruited into and we are waiting to hear the start date which is likely to be sometime in August, an induction in SSBC to meet key stakeholders will be arranged. The data analyst post has been re-advertised due to the 5 shortlisted candidates not attending for their interview in May. Network Audit Lead, it has been confirmed that no-one in the network has time in their job plan for this role, the network is proposing to advertise this as an opportunity in the network similarly to the medical education lead role, an updated discussion paper on network roles is being taken to the board meeting. Members present at the QIPP group felt it would be difficult to fill these network roles without additional resources. <u>Draft Network parent information leaflet</u> – an updated version of the leaflet was circulated with the papers for the meeting following feedback from the maternity network group. All to circulate the leaflet to neonatal and maternity colleagues in their unit and send feedback to Ruth by the end of July. The draft leaflet will also be going to the Maternity Network meeting on 7 July for comments and feedback. <u>Term admissions CQUINN</u> – Vandna (Specialised Commissioning) is arranging teleconference meetings with each trust to clarify the requirements for this CQUINN and to discuss the Nursing workforce SDIP.</p>
7.	<p>Audit Update <u>Network Annual Audit Competition</u> – Next year the remit will be widened to include Quality improvement projects too. <u>Annual NNAP/NDAU Meeting</u> – Lynsey attended the meeting. <u>NNAP Report 2014</u> – This was circulated with the papers for the meeting. MS to review findings for SSBCNMN and present at the next QIPP meeting. Kate Palmer is a member of the NNAP clinical ref group</p>

	<p>and has expressed concern about SSBCNMN's performance in the forthcoming 2015 report, the network results are looked at quarterly in the activity and quality benchmark report however could <i>all unit rep consider what then happens with that information at a unit level to help improve performance and bring back for discussion at the next QIPP meeting.</i></p> <p><u>Audit of Term Babies Admitted for Hypoglycaemia (TENTH)</u>– Not all Trusts have managed to start this yet despite board approval for this in January.</p> <p><u>Increase in Laser Treatment of ROP in SSBCNMN</u> – Data was circulated with the papers for this meeting, discussed above under Shared lessons from SUIs</p> <p><u>Network wide audit of accidental extubations proposal</u> – Shiva's proposal was circulated to the QIPP group. All agreed it was a necessary network audit and discussed various aspects of conducting the audit including retrospective and prospective data collection and review. <i>Shiva to develop a draft proforma for discussion and agreement by the QIPP group.</i></p>
8.	<p>Research Update</p> <p><u>Early Preterm Births Study</u> <i>TP to provide and update on progress to be circulated to the QIPP group</i></p> <p><u>Epicure 3</u> The application for funding for this study has been submitted. Ruth is on the study steering group as NHS Manager/Network perspective, Babu is on the steering group as clinical rep for West Midlands. <i>Ruth and Babu to provide updates once outcome of application is known.</i></p>
9.	<p>Any other Business</p> <p><u>NEC Care Bundles</u> – Copies of the East of England NEC care bundle documents were distributed to each unit at the meeting (Lynsey has a copy to give to Dudley). <i>All to review and discuss with colleagues and bring thoughts on any network actions required to the next QIPP meeting.</i></p> <p><u>Update from Walsall</u>- The business case has been approved for new consultant and a 4 cot transitional care unit too. Revised plans for the expansion of the neonatal unit (in line with the funding available) have been submitted which Lisa and the neonatal team are reviewing.</p>
10.	<p>Date and Time of Next Meeting</p> <p>The next meeting will be held on Tuesday 13 September 2016 at 10am.</p>

Action Log from 7 June 2016 Meeting

Decision / Action	Owner
MS to forward the recent email received from badger to RM which identifies that not all units in SSBC have not signed up to this. RM to then follow this up with badger and the units involved.	Mel Sutcliffe
All staff are to be encouraged to download the app onto their phones (or review on a computer) and familiarise themselves with the content in order to be able to promote the app in a meaningful way with all parents they talk to.	All
RM to circulate Colin Morgan's National toolkit for standardising PN and identify a date for the meeting of this group in July.	Ruth Moore
RM check the Admission by Gestation Graph as Walsall Q4 has been cut off.	Ruth Moore
Funnel plots to be circulated with the minutes of the meeting as missing from the original report on the website.	Sarah Carnwell
RM to forward an email to the group from NNAP with a user feedback survey to complete.	Ruth Moore
All to discuss with their units to improve the accuracy of the submitted National Dashboard data.	All
AM to share any identified learning from a pending coroners case at UHNM, AM to feedback to subsequent QIPP and Mortality review meetings.	Alison Moore
SaTH to share their Massive Haemorrhage and updated Subarachnoid haemorrhage guidelines with the network.	SaTH
SaTH to share their simulation scenarios on this subject with the network practice educators	SaTH

WT to email AM with an outline of what is required for the meeting.	Wendy Tyler
AM is finding a representative from UHNM to attend the meeting.	Alison Moore
AM to draft the suggested criteria for circulation with network board papers on 5 July and discussion at the network board on 12 July	Alison Moore
BK to provide updates on progress with this work to the group.	Babu Kumararatne
All to circulate the leaflet to neonatal and maternity colleagues in their unit and send feedback to Ruth by the end of July	All
MS to review findings for SSBCNMN and present at the next QIPP meeting.	Mel Sutcliffe
All unit rep consider what then happens with that information at a unit level to help improve performance and bring back for discussion at the next QIPP meeting.	All
Shiva to develop a draft proforma for discussion and agreement by the QIPP group.	Shiva
TP to provide and update on progress to be circulated to the QIPP group	Tilly Pillay
Ruth and Babu to provide updates once outcome of application is known.	Ruth and Babu
All to review and discuss with colleagues and bring thoughts on any network actions required to the next QIPP meeting.	All