

JOINT NEONATAL GUIDELINES GROUP MEETING NOTES		
Thursday 19 July 2018 at 10 am		
Meeting Room 1, Management Block, Birmingham City Hospital, Dudley Road, B18 7QH.		
		Actions
1. APOLOGIES: Cathy Seagrave – Hereford County Hospital Claire Thompson – Russell’s Hall Hospital, Dudley Kathryn Blake – University Hospital Coventry and Warwickshire Manobi Borooah – Birmingham Women’s Hospital Mathew Stone – Librarian Naryan Guntapali – George Elliot Hospital Rob Negrine – Birmingham Women’s Hospital Sagarika Ray – Princess Royal Hospital, Telford Sally Haycox – Birmingham City Hospital Siva Sivakumar - Birmingham City Viviana Weckemann – Worcester Hospital		
PRESENT: Arthi Lakshmanan – University Hospital Coventry and Warwickshire Bashir Muhammad – Walsall Manor Hospital Beth Morris – Warwick Kate Palmer– University Hospital of North Midlands Kathryn McCarron - BCGP Matt Cawsey – Birmingham Women’s Hospital Ruth Moore – SSBC Neonatal ODN Vikranth Venugopalan (Chair) – Birmingham City Hospital		
	The Chair congratulated KP and team on the production and expansion of the Neonatal Guidelines across the West Midlands.	
2. MINUTES OF THE 15TH MARCH 2018	SC to amend the spelling of Kathryn. All agreed.	SC
3. MATTERS ARISING	There were no matters arising.	
5. FORMAL ADOPTION FORM	Formal adoption forms have been received from Birmingham City, Birmingham Women’s, Heartlands and Good Hope, Worcester, Wye Valley, Walsall have responded and SaTH have sent an e-mail confirming adoption of the majority of guidelines. Stoke to send the form back with amended guidelines (however KP is still awaiting formal sign off within the Trust). RM reiterated the importance of amended/differences in guidelines in order that these can be considered when reviewing the guidelines. SC to chase for responses from Dudley and New Cross. MC now Guideline Lead, SC to amend distribution list. BM confirmed that Warwick are in the process of adopting all the guidelines, however slow process, and a lot are not relevant as a level 1 unit. There is nursing input through authors of the guidelines, as guidelines are written by the most appropriate person with interest. All agreed only major changes are made during the 18 month period, however any new evidence/changes are considered as part of the normal review process. Chairs to make Birmingham Children’s aware of guidelines. KP raised the issue of consistency between the Paediatric, Obstetric and Neonatal Guidelines, important that where overlap all doing the same.	KP SC SC Chairs
6. GUIDELINES REQUIRING AMENDMENT	<u>Longline</u> All agreed KP’s version to be adopted across the WM. KP writes amended on her local guideline so can see it has been changed. SC will put new version on the Network website. SC and all units/users to update books. All units need to ask book users to update the longline guideline. All agreed that it is additional advice and not unsafe to use old guideline if new guideline not available. <u>Thyroid</u>	SC SC/All

	<p>The group discussed the test availability, all agreed if not available treat mother as high risk. KM to ask Mathew Stone the Librarian if alternative tests could be used which could be included in the next edition of the guidelines. All agreed this was a local amendment, KM to inform all guideline leads. KM has not received a response from the author.</p> <p><u>Coagulopathy</u> There are changes which will be incorporated in guideline and need to be amended in books and at units, as with longline guideline above.</p>	<p>KM</p> <p>KM</p> <p>SC and All</p>
7.	<p>USER SURVEY</p> <p>No responses were received from Good Hope, George Elliot and Warwick, all other Trusts responded.</p> <p>The guidelines are used both nationally and internationally, through purchase from the Network and BCGP membership. East of England Network were interested in using the guidelines. KP felt that authorship needed to stay in the WM as otherwise it would become too complicated. RM there is a first National Networks Conference being held in October. RM and KP feel this is an opportunity to promote the Neonatal Guidelines. RM to contact to ask if she and KP could do a presentation on standardisation of practice in Networks.</p> <p>BCGP membership costs £5,000 for five sets of guidelines including neonatal and paediatrics. KM to suggest that £3,000 for neonatal, paediatric and obstetric, or £3,000 for adult guidelines, to encourage membership of BCGP and standardization of practice. The difficulty is that Trusts are merging and some Trusts may opt for the cheaper £3,000 option, meaning the BCGP could lose funding.</p> <p>The Group discussed the request for clarification around caffeine use.</p> <p><u>Apnoea and Bradycardia Guideline</u> include indications for babies less than 30 weeks author to be asked to include in the next edition.</p> <p><u>Nasogastric tube insertion</u> KM to ask SaTH for amended flow diagram for consideration in next edition.</p> <p><u>Hypocalcaemia guideline</u> at Stoke which Joyti Kapur has written, KP will convert to BCGP format for next edition.</p> <p>KM to ask BCH for a passing and <u>care of naso-jejunal tube</u> for inclusion in the next edition of the guidelines.</p> <p><u>Vitamin D</u> to be included in Metabolic Bone Disease guideline, KM to ask author to add section on testing and treatment.</p> <p>All agreed that hypo-albuminaemia was a symptom and that it was the cause that required treatment therefore need to follow appropriate existing guideline, for example Nutrition. <u>All agreed that hypo-albuminaemia be included as sub-section in Nutrition Guideline</u>, VV to provide KM with their guideline for forwarding to author.</p> <p>Feeding post NEC this was included in the previous 2015-17 guideline flow chart “high risk pre-term NEC” therefore needs to be included in the <u>Nutrition Guideline</u>, KM to advise author to include.</p> <p>MLU and homebirth identification, stabilization and transfer of the sick newborn, all agreed this needed to be included in the Obstetric guidelines.</p> <p>Acidosis secondary to TPN, have now standardized TPN across Network.</p> <p>The Group discussed whether pictures should be included or that doctors should be having senior colleague advice as to <u>umbilical lines</u> position. Picture in NLS book as to how to secure line to be added, KM to ask for permission to use.</p> <p>Guideline on oesophageal perforation, KP felt the importance was recognizing that the tube was incorrectly placed. BM to submit oesophageal perforation guideline to KM for consideration in the next edition.</p> <p>Interpretation of sleep studies, Stoke getting equipment on the unit, Martin Samuels has just re-written Stoke’s guideline based on the recent updated guidance in the BTS. KP to put forward for a guideline for the Network. Need to be careful that there is not conflicting or contradictory information in the Chronic Lung Disease and Oxygen on Discharge Guideline. KM to ask Martin Samuels to write a home oxygen discharge guideline for inclusion in the Paediatric Guidelines.</p> <p>Hypotonia is included in Congenital hypotonia Guideline and need to be renamed in the next edition as Hypotonia (floppy babies) as this is not always a congenital condition.</p> <p>Genetic testing could be included in Newborn Screening Guideline. In the next edition the Newborn Screening Guideline should state need to be trained and reference NIPE educational material at the beginning and aims, then concentrate on what do</p>	<p>RM</p> <p>KM</p> <p>KM</p> <p>KM</p> <p>KM</p> <p>KM</p> <p>VV</p> <p>KM</p> <p>KM</p> <p>KM</p> <p>BM</p> <p>KP</p> <p>KM</p> <p>KM</p> <p>KM</p>

	<p>about findings/issues. KP to share what she has got, for local additions to be made.</p> <p>Paediatric guidelines are now piloting an app. Medical app being done by a PhD student. NeoMates have a drugs app already and may be interested in developing an app. There is an annual fee of £80 to have it on Apple Store. KM questioned why pay for guidelines if get for free? Got on phone via ibooks therefore why download an app? Could be made available on Kindle and people pay to buy the book.</p>	KP
8.	<p>ANY OTHER BUSINESS</p> <p><u>Year of Publication for the Next Edition</u></p> <p>The issue of the delay in the Guidelines being printed means that the book is not available in the year that it is published therefore it was suggested that the next edition be 2020-2021. RM suggested just changing the label on the book not when they are produced. They have not come out on time for the last three editions, it has been the January of the following year, as the number of guidelines increases takes more time to produce. All agreed need to start producing the guidelines earlier. RM suggested that we keep a track of the timeframe as the book is produced and make a decision when the guidelines are actually ready. Update process to start soon.</p> <p>Next edition to be published as West Midlands Neonatal Network Guidelines (as Central network has also joined SWMNN).</p> <p><u>Printing of Books</u></p> <p>Selling the books both to units and externally does not cover the cost of typesetting and printing the books. None of the adult guidelines are printed anymore. Typesetting is £3,500. BCGP will now allow sponsorship. KP to approach equipment company to see if willing to sponsor books. Put “supported through an education grant from company name” on the back where already put Sherwin Rivers. RM to draft an e-mail saying the Network Guidelines Group has considered the feedback received through the Peer Review process which highlighted the need to ensure that each unit has a clear process for version control of their guidelines. KM to provide timeline for production of the guidelines to Sarah Carnwell, for circulation to the Group.</p>	<p>KM</p> <p>KP</p> <p>RM</p> <p>KM/SC</p>
4.	<p>CHAIR</p> <p>No other nominations have been received. All agreed, RM to contact HG to confirm role of Chair.</p>	RM
7.	<p>DATE AND TIME OF NEXT MEETING</p> <p>The next meeting will be held on Tuesday 20 November at 10 am. SC to book a room at Walsall.</p>	SC