

DEVELOPMENTAL CARE GROUP MEETING

Thursday 04 May 2017 at 10.00 am in the
Neonatal Resource Room, Ground Floor Maternity Building, New Cross Hospital,
Wolverhampton

Notes

1. **Apologies:**
 - Amy Addiss – Wolverhampton
 - Hayley Barker – Telford
 - Helen Schubert – Dudley
 - Navjit Saini – Walsall
 - Ruth Moore – SSBCN ODN
 - Sarah Tranter – SSBCN ODN and SWMN ODN
 - Vicky Wykes – Telford
- 1A. **Present:**
 - Danielle Mace – Dudley
 - Dawn Homer – Wolverhampton
 - Jennifer Emms – Wolverhampton
 - Julie Houlston – Telford
 - Julie Price – Walsall
 - Katy Edwards – Stoke
 - Lindsay Freeman – Stoke
 - Lisa Gough – Dudley
 - Lynsey Clarke – SSBCN ODN
 - Nicky Taylor – Telford
2. **Minutes of the Meeting Held on the 02 February 2017**

Agreed.
3. **Matters Arising**
 - BLISS FINE Training Nominees**

This will be held on the 11 and 12 September in Birmingham. RM has e-mailed each unit manager asking them to ask the member of staff they have nominated to attend to complete the application form.
 - Family Centred Care Study Day**

DM will attend, *LC to find out the dates.*
 - Physio Input into Neonatal Units**

Stoke has a neonatal named physio but mainly for respiratory.
4. **Future Developmental Care Study Days**

It was agreed that the Developmental Care Study Day needs to be revamped, *all to consider topics to be included and let LC know.* There was a discussion regarding what the Group could bring to this study day.
5. **Current Developmental Care Practice on Each Unit**
 - Developmental Care Products Used in Each Unit**

Gel Tortol – all agreed to use similar products and liaise with each unit when ordering further products as we may get a discount, *NT to lead on this.*
6. **Co-Bedding of Twins Guideline**

This was deferred to the next meeting as VW was unable to attend the meeting.

7. **Where is Each Unit at Against the Developmental Care Guidelines in the Network Neonatal Guidelines?**
This was deferred to the next meeting as ST was unable to attend the meeting, **LC to e-mail ST to ask if the template has been done.**
8. **Review of Terms of Reference and Agree Objectives For 2017 – 2018**
LC requested that all agenda items are reviewed prior to the meeting.
It was agreed to invite a medical representative when meeting at their hospital.
DM to e-mail the physio at Dudley to ask if he/she would like to become a member of the Group.
LG and AA to e-mail the Speech and Language Therapist at their Trusts to ask if they would like to become members of the Group.
All agreed the Terms of Reference and Objectives.
9. **Chair of the Group**
NT agreed to take on the role as Chair of the Group. JP agreed to take on the role as co-Chair of the Group.
10. **Bliss Baby Charter Audit**
ST to contact Alia Hussain to arrange a date for the meeting in the first two weeks of July.
11. **Parent Passport Update**
The Network is awaiting these to be delivered and will e-mail the units the launch date once confirmed.
12. **Feedback From The Future Starts Today Study Day Held in March 2017**
LC to e-mail the SWM Neonatal ODN to ask for the presentation from the day. A book by Mary Coughlin 'Trauma Informed Care in the NICU' is available from Amazon at a cost of £50.
13. **Quality and Improvement Group Briefing Document**
The Network QI Group would like to obtain consensus opinion from each Network sub group Chair on the expectations, role and function of the QI Group, therefore, if the Development Care Group does an audit or research this needs to be fed back to the QI Group. **NT to feedback this at the Extraordinary Sub Group Chairs Meeting to be held on the 09 June (if available to attend).**
14. **Any Other Business**
There was a discussion regarding the use of Octopus, **KE to forward the research and bullet points to the Group. JP to contact Birmingham Women's Hospital to find out information regarding SOP.**

There was a discussion regarding routines – noise/day/night, what time do lights got out etc.

CG to put 'Chest Physio' as an item on the next meeting agenda.
15. **Date and Time of Next Meeting**
07 September 2017 at 10.00 am in the Neonatal Resource Room, Ground Floor Maternity Building, New Cross Hospital, Wolverhampton.

ACTION LOG – For the Neonatal Developmental Care Group Meeting held on Thursday 04 May 2017

Decision / Action	Owner	Timescale
LC to find out the dates of the Family Centred Care Study Day.	LC	May/June 2017
All to consider topics to be included in future Developmental Care Study Days and let LC know.	All	June/July 2017
NT to lead on using similar Developmental Care Products in each unit.	NT	On-going
LC to e-mail ST to ask if the template for the developmental care guidelines has been done.	LC	May 2017
DM to e-mail the physio at Dudley to ask if he/she would like to become a member of the Group.	DM	May 2017

LG and AA to e-mail the Speech and Language Therapist at their Trusts to ask if they would like to become members of the Group.	LG & AA	May 2017
ST to contact Alia Hussain to arrange a date for the Bliss Baby Charter Audit meeting in the first two weeks of July.	ST	May 2017
LC to e-mail the SWM Neonatal ODN to ask for the presentation from The Future Starts Today Study Day.	LC	May 2017
NT to feedback that if the Development Care Group does an audit or research the Group will feedback on this to the QI Group at the Extraordinary Sub Group Chairs Meeting to be held on the 09 June (if available to attend).	NT	June 2017
KE to forward the research and bullet points regarding the use of Octopus to the Group. JP to contact Birmingham Women's Hospital to find out information regarding SOP.	KE JP	May 2017
CG to put 'Chest Physio' as an item on the next meeting agenda.	CG	Sept 2017