

Neonatal Equipment Group Meeting	
Monday 21st March 2016 at 10.00 am	
Room 10, Mid Staffordshire Postgraduate Medical Centre, County Hospital, Stafford	
Minutes	
1.	<p>Apologies: Babu Kumararatne, Lead Clinician – SSBCNMN Lisa Poston, NNU Manager – Walsall Hospitals Ruth Moore, Network Manager/Lead Nurse – SSBCNMN Shiva Shankar, Consultant Neonatologist – Shrewsbury and Telford Hospital</p>
1A.	<p>Present: Carol Mee, Practice Educator – Walsall Hospitals Julie Crabtree, Sister – University Hospital of North Midlands Lynsey Clarke, Practice Educator – SSBCNMN Matt Hancock, Technician – University Hospital of North Midlands Robin McMahon (RMM), (Chair), ANNP – Royal Wolverhampton Hospitals Tegwen Langford, Sister – Shrewsbury and Telford Hospital</p>
2.	<p>Minutes from the 07th September 2015 Meeting Agreed.</p>
3.	<p>Matters Arising There were no matters arising.</p>
4.	<p>SSBCNMN IV Cannulation Pack The Group agreed with the concept and also agreed the content with some overlap required to meet all needs which was hoped would be possible to facilitate for in a Bespoke pack. Rough stock/order figures have been collated but not all units have submitted their figures. As a guide, from experience Vygon generally say level 1 units' would use around 2000 units a year, a level 2 6000 units a year and a level 3 about 9000 units a year. Heartlands hospital has requested 12,000 packs per annum and the Women's hospital 9000 per annum. As an estimate, the SSBC would require 32,000 units per annum. <i>Units to submit their rough figures to RMM.</i></p>
5.	<p>Procurement of Disposables Across the Network Disposable Sub Group As previously minuted, we have been advised to reduce our "Top 10" to a more manageable "Top 5" listing of disposables that could be procured jointly across the Network. <i>Units to submit their "Top 5" to RMM.</i> Tracheal Suction was mentioned and the issue of which units are using Closed-suction techniques was raised.</p>
6	<p>Equipment Register There was no update, to be deferred to the next meeting.</p>
7.	<p>Loan Equipment – The Network Position Units in general were uncomfortable with borrowing or loaning of equipment for a number of reasons; including indemnity, approved transport, EBME testing at the loaning and borrowing unit, training. It was agreed that the Equipment Group will recommend to the Network Board that the practise of loaning/borrowing equipment should cease within the Network, <i>RMM to take the Group's recommendation to the next Network Board Meeting.</i></p>
8.	<p>Thermoregulation – Method of transporting babies from labour ward to NNU The on-going reiteration of this issue was once more highlighted in an attempt to continue to improve our Thermo-regulation throughout the Network. <i>Last quarters figures to be available to the Group for the next meeting.</i></p>
9.	<p>Patient Safety Alert – Managing risks during the transition period to new ISO connectors for medical devices /ENFit Suitability ENFit and ISO80369 were discussed at length. General awareness was raised. Results of the industries recommendations appertaining to ISO80369 to be published soon.</p>

	RMM to highlight this to the Network Board at the next Board meeting and discuss at next Equipment Group Meeting.
10.	Breast Pump Loan This Item was raised by Telford. The unit were keen to share ideas and local practises. All units to bring their thoughts and policies to the next meeting.
11.	Any Other Business Stoke showed the Group ECG Leads from Conmed. These last for 7 days without the need for replacement. Units to share information regarding which ECG leads they are currently using.
12.	Date and Time of Next Meeting The next meeting will be held on Monday 19 September 2016 at 10.00 am in the Board Room, Wolverhampton Medical Institute, New Cross Hospital, Wolverhampton.

ACTION LOG – For the Neonatal Equipment Group Meeting held on Monday 21 March 2016

Decision / Action	Owner	Timescale
Units to submit their rough figures for the IV Cannulation Pack to RMM.	Unit Reps	Sept 2016
Units to submit their "Top 5" list of disposables that could be procured jointly across the Network to RMM.	Unit Reps	Sept 2016
RMM to take the Group's recommendation that the practise of loaning/borrowing equipment should cease within the Network to the next Network Board Meeting.	RMM	Oct 2016
Last quarters figures for Network admission temperature to be available for the next meeting.	CG	Sept 2016
RMM to highlight the ENFit and ISO80369 issues to the Network Board at the next Board meeting and discuss at next Equipment Group Meeting.	RMM	Sept & Oct 2016
All units to bring their thoughts and policies on the loaning of breast pumps to the next meeting.	Unit Reps	Sept 2016
Units to share information regarding which ECG leads they are currently using.	Unit Reps	Sept 2016