



Joint Guidelines Group Meeting Notes

Monday 20th June 2016

Via Teleconference

1.	<p>Apologies: Jaideep Singh – Heart of England Vikranth Venugopalan – Birmingham Children’s Hospital Subramanian Mahadevan Beva – Russell’s Hall Hospital, Dudley Viviana Weckemann – Worcester Acute Hospital Alyson Skinner – Walsall Manor Hospital Philip Simmons – Heart of England Dawn Homer – New Cross Hospital, Wolverhampton Lynsey Clarke – SSBCNMN Helen Underhill</p>
	<p>Present: Sarah Carnwell, Administrator – SSBCNMN Ruth Moore, Manger/Lead Nurse – SSBCNMN Matthew Stone – Librarian Kathry McCarron – Bedside Clinical Guidelines Partnership Sagarita Ray – Princess Royal Hospital, Telford Siva Sivakumar – Joint Chair Kate Palmer – Joint Chair</p>
2.	<p>Minutes of the 14 March 2016 Agreed</p>
3.	<p>Matters Arising <u>Cooling in Non Cooling Centres Guideline Joint Audit Update</u> Following discussion all agreed that due to difficulties in identifying babies that should have received cooling but that did not. All to e-mail KP suggestions for a realistic joint audit of adherence to a guideline that will make a real difference in practice. <u>Audit of (NICE) Early Onset Sepsis Guideline</u> KP and SS to discuss this at SWMMNN Meetings and SSBCNMN QIPP Group Meeting.</p>
4.	<p>Guidelines User Survey SC to send link to the survey with the minutes of the meeting for everyone to try to get more participation.</p>
5.	<p>Formal Adoption Forms Siva to chase for outstanding forms from SWMMNN by the end of month. KP has completed Stoke form but is waiting for sign off. Telford is also waiting for sign off. SC has received Wolverhampton’s form. SC to chase for Walsall and Dudley adoption forms.</p>
6.	<p>Cooling in Non Cooling Centres Guideline Joint Audit Update Discussed under item 3.</p>
7.	<p>BCGP Neonatal Guidelines Update and Invitation to Authors SR to send Telford haemorrhage guidelines to KP. It was agreed that all haemorrhages should be included as well as abdominal. Siva to forward to KM new Down Syndrome guideline, and chase for new guidelines on Floppy Baby, Spina Bifida and Hydrocephalus.</p>
8.	<p>Any Other Business There was discussion around changing the title of the guidelines to reflect the year in which it was</p>

	published. This to be included for discussion at the next meeting. Vitamin D Guideline to have a link to the paediatric guideline.
9.	<p>Date and Time of Next Meeting</p> <p>It was agreed to change the date of the next meeting with all the authors and Guideline Leads for each unit due to a clash with a national conference in Bristol. The meeting was due to be held on Thursday 15 September at 1:30 pm in Room 12 at Walsall Manor Learning and Conference Centre, however this will now be moved to Tuesday 13 September, SC to confirm if Walsall still available otherwise Stafford. KM to circulate change of date to authors, SC to circulate to guideline leads with the minutes. KP to draft a programme to include KM and MS.</p>