



Staffordshire, Shropshire & Black Country  
Newborn and Maternity Network



Joint Neonatal Guidelines Group Meeting Notes

Tuesday 13<sup>th</sup> September 2016

Dudley Clinical Education Centre, Russell's Hall Hospital.

1.	<p><b>Apologies:</b>          Alex Philpott          Alison Bedford-Russell          Andrea Read          Cheryl Curson          Dr Muhammed          Dr V Ganesan          Eliot Hospital          Fiona Chambers          Gemma Holder          Mike James          Pat Bloor          Patricia Gibson          Rob Negrine          Sally Lennon          Sam Davies          Sarah Tranter          Wendy Tyler</p>
	<p><b>Present:</b>          Anna Gregory – Russell's Hall Hospital, Dudley          Claire Thompson – Russell's Hall Hospital, Dudley          Julie Taylor – Russell's Hall Hospital, Dudley          Kate Palmer – Royal Stoke University Hospital, Joint Chair          Kathy McCarron – Bedside Clinical Guidelines Partnership          Lynsey Clarke – Practice Educator, SSBCNMN          Matthew Stone – Librarian          Ros Rabone – New Cross Hospital          Ruth Moore - Manger/Lead Nurse, SSBCNMN          Sagarita Ray – Princess Royal Hospital, Telford          Sara Clarke – Dietician, SWMNMN          Siva Sivakumar – Birmingham City Hospital, Joint Chair</p>
2.	<p><b>Introduction to the Guidelines Process</b>          KP gave background to the guidelines. – see attached presentation  <b>Action: RM to contact Julia Greensall for printing costs and details of local printer PiP have found.</b></p>
3.	<p><b>How the Evidence Based Librarian Can Help</b>          MS gave a presentation on his role supporting authors with updated evidence search since the last guideline was published and can also search any specific questions the author has. – see attached presentation</p>
4.	<p><b>The Guidelines Writing Process</b>          KMc gave a presentation on her role. – see attached presentations</p>
5.	<p><b>Discussion About Author's for Guidelines</b>  <b>Action: KMc agreed to split Nutrition guidelines from the Gastroenterology Section in the contents list and add Nutrition as a new section.</b>  <b>Action: KMc is circulating a list of all guidelines to all the guideline leads to invite expressions of interest</b></p>

	<b>from all NNU's for authors by the 23 September.</b>
<b>6.</b>	<p><b>Joint Network Audit</b></p> <p>Anna Gregory gave a presentation on a suggested cross Network audit on early onset sepsis identified auditable standards (from the network guideline).</p> <p>PRAM Group will do this four week prospective study in each of the units in the two weeks.</p> <p><b>Action: AG to let RM and SS know which units are not covered so we can help find someone to do the audit in all units.</b></p> <p>The group reviewed the proforma's and discussed a few changes which Anna will make.</p> <p>Hope to start the audit in October.</p>
<b>7.</b>	<p><b>Any Other Business</b></p> <p>There was no other business.</p>
<b>8.</b>	<p><b>Date and Time of Next Meeting</b></p> <p>The next meeting will be held on Monday 9 January at 2 pm in the Neonatal Seminar Room on the NNU in the Maternity Building at the Royal Stoke University Hospital with a telephone in order that others can join via teleconference.</p>