

PPI Group Meeting	
Tuesday 6 <sup>th</sup> June 2017	
Via Teleconference	
Draft Notes	
1.	<p><b>Welcome and Introductions</b></p> <p>Sarah welcomed Nadia and Vicki to their first PPI Group meeting. Vicki and Nadia gave a brief outline of their experience of neonatal care and what they hope to change/improve for other parents/users.</p> <p><b>Parking to be raised at the Education and Workforce Group to check that all units either provide free or discounted parking to parents. Sarah to check that parking information is on the parent app. Sarah to e-mail Vicki the final updated parent passport “Our Neonatal Journey” and the Whose Shoes information with #MatExp.</b></p>
2.	<p><b>Apologies:</b></p> <p>Nathalya Kennedy Wendy Tyler Claire Powers</p>
	<p><b>Present:</b></p> <p>Sarah Carnwell (Chair), Administrator – SSBCNN Alia Hussain, Senior Healthcare Engagement Officer - BLISS Vicki Lloyd, Parent Representative – SSBCNN Nadia Griffin, Parent Representative - SSBCNN</p>
3.	<p><b>Minutes of the 21<sup>st</sup> March 2017</b></p> <p>Alia agreed the minutes.</p>
4.	<p><b>Matters Arising</b></p> <p><u>Parent Information Leaflet</u> <b>Nadia suggested adding some useful websites which she will send to Sarah.</b></p> <p><u>Parent Passport Launch</u> The new “Our Neonatal Journey” parent passport will be launched during National Carers Week 12<sup>th</sup> -18<sup>th</sup> June 2017.</p>
A	<p><b>Draft Terms of Reference, Objectives and Nominations for Chair</b></p> <p>All agreed the terms of reference and objectives with the addition of three objectives:</p> <ul style="list-style-type: none"> <li>• Support all units in the Network to implement the BLISS Baby Charter</li> <li>• Promote to all units the benefits and use of BLISS Champions on units</li> <li>• With the Developmental Care Group promote FCC across all units in the Network.</li> </ul> <p><b>All agreed to request nominations for Chair in six months time, as no nominations have been received.</b></p>
6.	<p><b>BLISS Update</b></p> <p>Amber and Lynn at Stoke are currently re-auditing following their initial audit. Telford have submitted their audit. Walsall, nothing has been received to date. New Cross have sent part 1 and will shortly send part 2. Dudley nothing to report, <b>Sarah to get an update from Julie Marks.</b> 11<sup>th</sup> and 12<sup>th</sup> September FINE training is being held in Birmingham. <b>Bereavement training on the 12<sup>th</sup> September, Alia to send Sarah flyer for circulation to the Bereavement Leads Group. Alia to send FIC flyer for Sarah to circulate to the Network.</b></p>
7.	<p><b>Parent App and Feedback Promotion Suggestions</b></p> <p>Staff on the units need to promote the app to parents, as they have the influence and parents value their opinion, however if staff do not feel the app is useful they need to get involved to make it more relevant. Other suggestions: Facebook, Twitter, Badges, BLISS Champions, and business cards in admission pack. All units to confirm if they have internet/phone service in hospitals, as this could prohibit parents use of the app.</p>

	<b>Alia to ask if the app can be promoted on the BLISS website.</b>
<b>8.</b>	<b>Any Other Business</b> <b>Update on Picker Survey Actions from New Cross</b> Sarah and Claire met with Dawn Homer to go through the actions from the Picker Survey. The unit is taking forward some excellent work including the Stork Programme and a new TC unit. <b>Whose Shoes</b> <b>Sarah to send information on Whose Shoes to Vicki.</b>
<b>9.</b>	<b>Date and Time of Next Meeting</b> The next meeting will be held on Thursday 7 <sup>th</sup> September at 4 pm via teleconference.