



Staffordshire, Shropshire & Black Country
Neonatal Operational Delivery Network

PPI Group Meeting	
Thursday 7 th September 2017	
Via Teleconference	
Draft Notes	
1.	<p>Apologies: Claire Powers Kate Branchett Nathalya Kennedy Ruth Moore Vicki Lloyd Wendy Tyler</p>
	<p>Present: Alia Hussain, Senior Healthcare Engagement Officer – BLISS Nadia Griffin, Parent Representative - SSBCNMN Sarah Carnwell, Administrator – SSBCNMN</p>
2.	<p>Minutes of the 6th June 2017 All agreed with the addition of Nadia Griffin as present at the meeting.</p>
3.	<p>Matters Arising</p> <p>Parking SC confirmed that parking information is on the parent app and that all units provide free parking to parents.</p> <p>Parent App The Group was asked for suggestions as to how to encourage parents to provide feedback via the app:</p> <ul style="list-style-type: none">• Volunteers sit with parents using an iPad on the unit• Ask for e-mail address when download app, so can contact to ask for feedback• As part of discharge process, using unit iPad ask parents to complete <p>Alia will put on her facebook page. SC to provide an update at the next meeting as to how many downloads and how many have given feedback.</p> <p>Our Neonatal Journey The updated network parent passport document has been updated in conjunction with SWMN ODN and launched in June for use in all units in both networks.</p>
5.	<p>BLISS Update</p> <p>Family Friendly Accreditation Scheme Alia provided an update that New Cross Hospital and Walsall Manor Hospital have completed their audits. SC to request copies to share with the Group. Dudley is still outstanding and is the only unit in the Network to have not submitted anything. SC to discuss with Julie Marks any issues. Telford have been asked to share their Best Practice booklets for both grandparents and siblings and their dedicated discharge planning documentation through the BLISS website. SC to ask for a copy of the booklet and discharge planning documentation to share with the Network. SC to ask other units if BLISS have identified any best practice which could be shared across the Network. SC to look on BLISS best practice website to see if anything that could be used across our Network.</p> <p>FINE Training and FIC Conference in the West Midlands Both are now fully booked.</p> <p>Future Events</p>

	Transforming Loss is to be held on the 12 September at Edgbaston Cricket Ground, Birmingham. A Baby Charter Conference is to be held in March next year in Manchester.
6.	<p>West Midlands Neonatal Review Update</p> <p>Waiting for formal sign off of the ODN transition plan which will reduce the current three networks in the West Midlands to two. For our Network this will mean the addition of City Hospital to our Network from April 2018. The other nine recommendations from the report are being taken forward by the specialised commissioners who will be writing to the Local Maternity Systems (LMS) with information about the current cot occupancy in each of the neonatal services, asking them to identifying how many cots would be required to be at 85% occupancy, which is the level we are aiming to move to and how neonatal services in their area can achieve this. The ODNs have been asked to prioritise a list of carepathways, guidelines and policies that need to be standardised across the West Midlands e.g. admission criteria to NNUs. The ODNs and commissioners would expand the details around recommendations 9 and 10 to include what has already been done e.g. standardising the parent passport across SSBC and SWM, free parking for NNU parents and areas of importance still to be addressed implementation of family integrated care, once completed this will be shared with the PPI group to consider if there are other priority areas to be addressed from the parents perspective.</p> <p>National Neonatal Review Update</p> <p>National Peer Review visits are planned to each neonatal service in England organised by the NHS England Quality Surveillance Team (QST) – The following are the dates for visits to the units in SSBC: Royal Stoke University Hospital 16th January Princess Royal Hospital, Telford 17th January Russell’s Hall Hospital, Dudley 18th January Walsall manor Hospital 23th January Royal Wolverhampton Hospital 24th January</p> <p>Parents are required for the peer review panels, training is provided, parents are not allowed to join a review panel for a neonatal unit that their baby was cared on but can review other units in the same network. AH has applied but has not heard anything. NG has been on the training however she has not yet heard if she will attending any visits. NG to forward SC an e-mail from Gloria the Review Co-ordinator in order to confirm they have parents for our Network.</p>
7.	<p>Family Integrated Care (FiC)</p> <p>The Group discussed the Case Study and how it could be used within our Network. The Group identified:</p> <ul style="list-style-type: none"> • the need for staff to Trust parents to be primary care giver • that staff would need to check/assess parents ability, as parents might not be confident to ask for help/say can’t do it for fear of feeling stupid • standardise the way things are done across units in order that if moved to a different unit, still doing it ‘right’. <p>AH to provide copies of BLISS FiC poster for display on units in the Network. SC will take forward as part of appraisal to meet with Parent Lead in each unit.</p>
8.	<p>Any Other Business</p> <p>There was no other business.</p>
9.	<p>Date and Time of Next Meeting</p> <p>The next meeting will be held on Thursday 14 December 2017 at 3:45 am via teleconference.</p>