



YORKSHIRE & HUMBER NEONATAL SOUTH CLINICAL FORUM

MONDAY 15 JANUARY 2018, 9.30 – 12.30PM
DON VALLEY HOUSE, SAVILE STREET, SHEFFIELD, S4 7UQ

Present		Apologies
<ul style="list-style-type: none"> • Aiwyne Foo, Consultant, Chesterfield • Angela Whelton, Lead Nurse for Neonates, Barnsley • Charlotte Bradford, Information Manager, ODN • Claire Howard, Matron, Jessop Wing • Elizabeth Pilling, Clinical Lead/Consultant, ODN/STH • Emma Ellis, Neonatal Sister, Jessop Wing • Emma Spicer, Ward Sister, Grimsby • Emma Wallingham, Sister, Doncaster • Jim Devlin, Consultant, North Lincolnshire and Goole • Jo Sudbury, Ward Manager NSU, Sheffield Children's Hospital • Karen Williams, Regional Co-ordinator, Bliss • Kathy Parke, Ward Manager, Rotherham • Keely Turner, Matron, Chesterfield, • Lai Men Wong, Consultant, Doncaster and Bassetlaw • Louise Crabtree, Lead Nurse, ODN • Nigel Brooke, Consultant, Doncaster and Bassetlaw • Rebecca Callan, Admin Co-ordinator, Jessop Wing (minutes) • Sarah Judd, Scunthorpe 		<ul style="list-style-type: none"> • Caryl Skene, Neonatal Nurse Consultant, Jessop Wing • Cath Harrison, Education and Guideline Lead, Embrace • Catherine Smith, Education and Guideline Lead, ODN • Hazel Talbot, Education and Guideline Lead, ODN • Joanne Bexon, Information Officer, ODN • Pauline Adiotomre, Consultant, Grimsby
No.	Item	Action
1.	<u>Welcome & Introductions</u> <ul style="list-style-type: none"> • ELP welcomed all attendees to the meeting and introductions were made around the table. 	
2.	<u>Minutes from the last meeting held 18 October 2017</u> <ul style="list-style-type: none"> • The venue was noted to be Don Valley House, not Normanton Golf Club. • Pauline Adiotomre was present at the meeting. 	
3.	<u>Matters Arising</u> <ul style="list-style-type: none"> • Neonatal transformation plans have been embargoed. CRG have said it is to be released soon. 	

4.

Updates/Standing Items

- CRG – There wasn't any update here. ELP and Chris attended a meeting in December with North CRG reps and North of England networks. Agreed to work together regarding mortality. Public Health gave an update at the meeting regarding the population challenges faced.
- Parent Rep/Bliss Update – Everyone is up to date and should have received feedback. There will be a Survey Monkey circulated in 2 weeks asking for feedback/perceptions; please be honest. There will be 4-6 weeks to complete. The Survey Monkey email should be distributed within Trusts for all appropriate staff to complete. Tickets will be drawn for free entry to the Baby Charter Conference (sold out) for those who complete the Survey Monkey. Feedback of the results will be given by Bliss at the Network Conference in April. Bliss volunteers are taking a while to come through the system and recruitment is on hold until current applicant backlog has been cleared. Recruitment should open again in the spring. Interviews are currently being held for the Network Parent Reps. There are no applicants for the South as yet. It was discussed how to try to find south network reps and units were to consider placing posters in their follow-up clinics.
- Guidelines – Feedback for the Ignaz app is it isn't easy to manoeuvre around (web based version). The app hasn't been rolled out yet due to technical issues. The North have fed back that they would prefer to have full PDF versions of guidelines available as well as the Ignaz format and this is being worked on. CB gave an update and summary on the app and PDFs;
 - The Network cannot stop Trusts from local storing PDF versions of guidelines but it is the responsibility of each Trust to ensure they are using the latest guideline. It was noted that QST like the guidelines on an app as they are all in one place.
 - Any flowcharts or forms which form part of a guideline are automatically PDFs (printable) within Ignaz
 - Data is cached so no need for internet access; safe back up in case of IT crash – instant access to guidelines
 - Changes to the Ignaz app are being made as a result of feedback received .
 - The Network has copies of previous versions of guidelines electronically and has archived them.
 - The Network is working with individual Trusts to roll out the Ignaz App. This is taking longer than hoped due to staff shortages.

There are three guidelines to be circulated by Hazel. Network will circulate the IUT guideline which hasn't officially been seen yet by the neonatal network.
- Education – ELP and LC attended the Maternal and Neonatal Health Safety collaborative meeting organised by NHS improvement on 12/01/18 which included implementing better births and how to organise our Community of Practice. ELP gave an update at the meeting. Units are encouraged to ask at their own hospitals about local plans and how to get involved in these. Group to meet x4 a year. The "Improving Perinatal Outcomes"

ALL units consider encouraging network reps

Network to circulate IUT guideline

All units to enquire regarding trust plans

	<p>meetings may be used for this as the same audience is required.</p> <ul style="list-style-type: none"> • Key education days as follows: <ul style="list-style-type: none"> - Education day 25/01/18 – there are possibly a couple of places for nurses if they are keen - Network Conference (formerly Improving Care) 25/04/18 at Wetherby Racecourse. There will be audits, presentations and posters – please have a think of ideas. - Preterm stabilisation 21/06/18, Pinderfields - Surgical conditions 08/10/18, Leeds • Network PN – Still waiting for commissioners regarding the tendering process (since August 17) • Surge and escalation – LC sent round the matrix (condensed down). LC is still collecting notifications and has been busy over Christmas. SOP is coming out; currently in draft. A letter has been written regarding staff being pulled to clear tertiary beds – this is an on-going issue. Network to write to commissioners re cot situation. • Parent app – CB updated; there will be an email circulated asking for changes to local pages. These changes are only undertaken once a year. The deadline for changes is 31/01/18. 	<p><i>ELP/CD to follow up</i></p> <p><i>Review matrix</i></p> <p><i>Units to email updates</i></p>
5.	<p><u>Information & Data</u></p> <ul style="list-style-type: none"> • Quality Dashboards – CB presented local data. The neonatal dashboard was taken to the exec in December 2017 where this data was also presented: <ul style="list-style-type: none"> - There were improvements in PN provision in Doncaster - Admission Temperature is recorded on the dashboard twice; CQUIN and NNAP however both only look at small cohorts of babies. A second dashboard has been devised which focuses on admission temperatures of ALL babies. There was no change in the 2 year follow up data from Rotherham. Barnsley moved from the worst performing unit in the network to the 4th highest during the last 9 months. - 1st parent consultation – no changes. Four units are at 100%. - There was a small increase in antenatal steroids. Bassetlaw fell from green to red however this may be a data recording issue. JD explained that Scunthorpe open clinical incidences and discuss at the perinatal M&M meetings if steroids are not given where appropriate. There is felt to be a gap in education. - There were no changes for breast milk at discharge. - ROP is static; Sheffield Children's Hospital remain red). - Magnesium sulphate: Three units have improved enough to change colour – Doncaster, Rotherham & Grimsby. • New temperature dashboard – CB gave a summary on the temperature dashboard and where improvements need to be made; there is nothing too alarming – good data. A monthly dashboard will be sent to each unit. It was noted that transitional care and cooled babies are not included. There will be further feedback at future meetings. 	

6.	<p><u>Discussion Topics/Clinical Issues</u></p> <ul style="list-style-type: none"> Family involvement in care – there was a meeting in 12/17 regarding nasogastric tube feeding. (There will be a follow up meeting in Barnsley on 28/02/18 to discuss how things are going. Developmental and parental involvement will also be discussed). There was a discussion around packages for parent education (nasogastric tube feeding) which would be attached to baby notes on transfer. There is an aim for all units to have parent booklets and one sheet for transfer. All units around the table agreed to accept packages from other units. It was thought that Badger could potentially be used for this however it would be generic but could include name of parent trainer and date. <p>A Network wide charter for parents was discussed including “what can you expect” and “what we expect (confidentiality, respect rooms/accommodation/staff)”. CB will find and circulate the old South charter.</p> <p>There was a discussion around the table about ward rounds; most units are now allowing parents to stay for ward rounds. Doncaster are considering.</p> <p>Grimsby and Scunthorpe have moved to open hours for all visitors however only parents to be present for ward rounds.</p> <p>Family involvement is moving forward.</p> <ul style="list-style-type: none"> Draft tube feeding guideline –(discussed above) Exception reporting – there have been a few hitches due to Paul Lazenby leaving. The exception summary Sept – Nov 17 was discussed and documents will be circulated round each unit to be completed individually. CB will update before sending. There was a general discussion about the report and an exception summary for Dec 17 was shown. Network Infection Control Guideline Update – LC has a few names of those interested in a guideline for the Network. Every unit has a similar pattern. The group will organise a meeting and look at the draft guideline. Pan-London Perinatal Mental Health: Guidance for Newborn Assessment – Discussion led by AF; the impression is that it is quite bulky. Can this be modified locally? General consensus is that it is useful. ELP will give to Cath and Hazel, and speak to the maternity forum. 	<p>Meeting 28/2/18</p> <p>To circulate previous charter Lead nurses to consider updating.</p> <p>CB to recirculate exception report for updates</p> <p>LC to email meeting date</p> <p>HT/CS to review</p>
7.	<p><u>Clinical presentation</u></p> <ul style="list-style-type: none"> There were no volunteers for this so there will be a rota going forward. Barnsley will present at the next meeting (alphabetical). There was a discussion and questions around the table about the QST peer review impending visits and its practicalities; it was noted that the inspectors didn’t spend much time with the staff or parents, and they didn’t ask too many questions. The level of detail scrutinised is surprising although the suggestions that have been made were helpful, & have impacted. It was suggested that the evidence folders could be divided up into sections for ease. Feedback from the North units; most have had something flagged up as a serious concern (lowest level of concern). 	<p>Kavi Auchaz to present April 2018</p>
8.	<p><u>Any other business</u></p> <ul style="list-style-type: none"> Referrals for therapeutic hypothermia – This item came from the 	

	<p>Exec and National Transfer data- the network are an outlier at cooling times; if it is thought that a baby needs cooling please let EMBRACE know as soon as possible to enable a speedy response.</p> <ul style="list-style-type: none"> • NNAP 2017 outliers – awaiting official notifications to be issued. CBto feedback once received.– • NNAP 2018 metrics – the questions for 2018 are the same as 2017 but with the addition of a nurse staffing question. The nurse staffing data is being taken directly from Badger. Data recording for this is not an issue in YH as it has been in use for some time. Inappropriate separation of term babies and near term babies is also being reviewed. NNAP are also looking to review mortality data. CB updated with audit measures. CB will send NNAP 2018 questions with minutes of this meeting. • Latent risks – should this be a standing item on the agenda? It was discussed examples included staff not knowing where emergency blood is, and access to guidelines. This has come from the sim lead, Hannah Shore, who will be talking at the Neonatal Network Conference in April and it can be decided after that. • Improving Perinatal Care – 16/05/18. Unsure of venue (probably Leeds). • Unity day 05/06/18 • JD announced in the meeting that this will be his last as he is retiring in April 2018. He isn't sure who will be taking his place. JD was thanked for his work & contribution to the Network over the years. • AF talked about the Neonatal Workforce document (leadership programme) which has recently been received. <ul style="list-style-type: none"> • AF also raised queries about the draft NICE guideline on Follow Up. The discussion was around 4 year follow up for babies born before 28 weeks gestation; is this achievable? All units to respond individually that it is not achievable – the deadline for this is 18/01/18. • https://www.nice.org.uk/guidance/indevelopment/gid-gs10053/consultation/html-content • CH asked whether anyone is using the v-create video. There was a discussion about videos of babies for families. Something similar is available via Badger but it is third party software and there are different levels of payment. The consensus was that units are not happy asking parents to pay or donate. All options are very expensive. • CB reiterated that Paul Lazenby has left and the office is currently very short staffed. Please can everyone bear with CB until they are back to full staff. Please can everyone remove Paul from Badger and add Lisa Gorry as per previous email. 	<p style="text-align: center;">CB to circulate NNAP 2018 measures</p> <p style="text-align: center;">All to review NICE follow up guideline</p> <p style="text-align: center;">All units to update Badger user list</p>
8.	Diary Dates for 2018	

<p>Clinical Forum (South)</p> <ul style="list-style-type: none">• Monday 30 April 2018 - 9.30am -1:00pm• Thursday 5 July 2018 - 9:30am -1:00pm• Wednesday 17 October 2018 - 9:30am -1:00pm <p>Education</p> <ul style="list-style-type: none">• Network conference 25 April• Improving perinatal outcomes 16 May• Preterm stabilisation 21 June• Surgical stabilisation 8 October <p>Mortality Review Panel</p> <ul style="list-style-type: none">• Monday 30 April 2018 - 2.00 - 4.30pm• Thursday 5 July 2018 - 2.00 - 4.30pm• Wednesday 17 October 2018 - 2.00 - 4.30pm	
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