

YORKSHIRE AND HUMBER NEONATAL ODN EXECUTIVE GROUP MEETING

**THURSDAY 10 JUNE 2021, 1:30 – 4.00PM
VIDEO CONFERENCE VIA MICROSOFT TEAMS**

Present	Apologies
<ul style="list-style-type: none"> ▪ Aiwyne Foo, Consultant Paediatrician, Chesterfield ▪ Alex Albus, PMO, Derbyshire LMS ▪ Aparna Manou, Consultant Neonatologist Hull ▪ Andrea Bliss, Associate Director of Nursing, Doncaster ▪ Angela Whelton, Lead Nurse, Barnsley ▪ Becky Case, LMS Programme Lead, HCV ▪ Bryan Gill, Y&H Neonatal ODN Executive Group Chair ▪ Cath Smith, Consultant Neonatologist STH/ Education & Guideline Lead ODN ▪ Charlotte Bradford, Senior Information Manager, ODN ▪ Chris Wood, Consultant, Hull ▪ Claire Howard, Matron, JW, Sheffield Teaching ▪ Dawn Clements, Care Co-ordinators, ODN ▪ Debra Smith, Matron, Leeds ▪ Donna Redfern, Care Co-ordinator, ODN ▪ Eilean Crosbie, Consultant Paediatrician, Calderdale & Huddersfield ▪ Elizabeth Pilling, Consultant, Sheffield Teaching & Y&H Pan Network Clinical Lead, ODN ▪ Fiona Metcalfe, Lead Nurse Neonates, Leeds Teaching ▪ Hannah Shore, Consultant Neonatologist, Leeds ▪ Hazel Talbot, Consultant Embrace/Y&H Deputy Clinical Lead, ODN ▪ Helen Brown, Network Director, ODN ▪ Hilary Farrow, Quality Improvement Manager, Maternity Clinical Networks ▪ Jodie Deadman, SY&B LMS ▪ Jo Hadley, Divisional Head of Nursing & Midwifery, Chesterfield ▪ Jo Sudbury, Lead Nurse, Sheffield Children's ▪ Jo Preece, Clinical Lead, Neonates, Hull/Y&H Locality Lead HC&V ▪ Jo Whiston, Lead Nurse, Embrace, SCH ▪ Karen Poole, PMO, WY&H LMS ▪ Kate Lamming, NICU Manager, Hull ▪ Kathy Parke, Ward Manager SCBU, Rotherham ▪ Kay Rushforth, Head of Children's Nursing, Bradford ▪ Kavi Aucharaz, Consultant Paediatrician, Barnsley ▪ Keely Turner, NNU Matron, Chesterfield ▪ Kirsty Quibell, Neonatal Nurse Educator, ODN 	<ul style="list-style-type: none"> ▪ Alison Conchie, Network General Manager, Y&H Chronic Heart Disease Network ▪ Cath Harrison, Embrace ▪ Diane Tinker, Deputy Head of Midwifery, Calderdale & Huddersfield ▪ James Houston, Clinical Lead Neonates, York ▪ Julie Bloomfield, Service Specialist, NHS England ▪ Kirsty Randell, Matron, Airedale ▪ Lisa Pearce, Business Manager, Hull ▪ Louise Smith, Senior Sister, NNU, Mid Yorks

Present	Apologies
<ul style="list-style-type: none"> ▪ Lisa Amy Wood, Matron, Doncaster ▪ Louise Crabtree, Lead Nurse, ODN ▪ Matthew Babirecki, Consultant, Airedale ▪ Nicola Hunt, Neonatal Nurse Educator, ODN ▪ Nigel Brooke, Neonatal Lead, Doncaster ▪ Sam Wallis, Lead Clinician, Bradford ▪ Siobhan Conlin, Deputy Head of Children's Nursing, Mid Yorks ▪ Sobia Bilal, Consultant Paediatrician, Harrogate & District ▪ Tracey Cole, Network Co-ordinator, ODN ▪ Tracy Cooper, Chief Midwife for North East & Yorkshire, NHS England ▪ Majuran Umapathee, Consultant, NLAG ▪ Vijaya Hebbar, Consultant Paediatrician, NLAG 	

Item		Actions
1.	<p>Welcome and apologies</p> <p>BG welcomed all to the meeting and apologies were noted as above.</p> <p>It was confirmed that the meeting is quorate.</p>	
2.	<p>Welcome to the New ODN Clinical Leads</p> <p>BG congratulated the following colleagues to their appointments within the ODN:</p> <ul style="list-style-type: none"> - Elizabeth Pilling (STH), Pan Network Clinical Lead - Hazel Talbot (Embrace), Deputy Pan Network Lead - Sharon English (LTH), Locality Lead, West Yorkshire - Jo Preece (Hull), Locality Lead, Humber Coast & Vale - Cath Smith (Jessop Wing), Locality Lead, South Yorkshire & Bassetlaw to include Chesterfield 	
3.	<p>Minutes of the last meeting held 2 March 2021</p> <p>The minutes of the last meeting were confirmed as an accurate record.</p>	
4.	<p>Matters Arising:</p> <ul style="list-style-type: none"> - Review Terms of Reference Further work is to be undertaken on the Terms of Reference for this group so it was agreed that this item will be deferred to the next meeting. HB highlighted that the draft Terms of Reference had been circulated to the group and any comments should be returned to HB or Admin. - DRAFT 2020/21 Y&H Neonatal ODN Annual Report The draft Annual Report was circulated with the agenda, any comments should be returned to HB or Admin by the latest on <u>Wednesday 30 June 2021.</u> <p>BG suggested a summary section at the beginning of the document to note the top ten highlights within the ODN. BG congratulated all and commented that the AR had been put together well. All were thanked for their contribution to the AR.</p>	<p>Admin</p> <p>All</p> <p>All</p>

Item		Actions
	<ul style="list-style-type: none"> - Admission criteria at Scarborough - update JP to get update following the meeting, post meeting note to be included in minutes. Mortality Review processes in Manchester ELP has contacted colleagues outside of the ODN regarding their mortality review process, however there has been no response so far. ELP will follow up. - Palivizumab ELP shared concern that RSV appeared to be circulating earlier than usual this year. ELP asked all units to think about how they will identify babies that require palivizumab. The official guidance will be coming out in July and it has been suggested that clinics will be required from August and all units were asked to think how they can accommodate these clinics. 	<p>JP/Admin</p> <p>ELP</p> <p>All</p>
5.	<p>Quality & Governance:</p> <p>Overarching Summary Report, Q4 Data Reports and 2020/21 Annual Summary Reports</p> <p>CB presented the summary report with regard to the Q4 and Annual Reports for 2020/21 and a discussion took place. The need to flag if progress according to data does not take place was emphasised, in order that all units can achieve their goal with regard to outcomes.</p> <p>BG summarised the challenging areas that had been discussed and suggested that all consider whether the data provided by the Information Team is helpful and whether there are any ways it can be improved. All agreed that this data is very helpful. BG suggested that going forward specific areas are chosen to focus on at each meeting.</p>	
6.	<p>Neonatal Critical Care Review</p> <ul style="list-style-type: none"> - Y&H ODN Highlight Report The Highlight Report was circulated with the agenda and provided an update all actions taken so far. - LTP Funds Update Y&H did not receive funding for staffing based on the high vacancy rate, it was felt it would not benefit us. It was therefore emphasised that we need to be in a position next year to maximise our chances for gaining funding. Funding had been provided for a Workforce Transformation Lead role. Once appointed, this person will work alongside units to help pull action plans together which will feed into business plans. It is hoped that this post will be appointed to by the end of this summer. The national mandated tools are now available which will help with comparison work across units. - Oversight/Governance Group – Tuesday, 8 June 2021 ELP informed all that although she sits on the Oversight Group it would be useful to have wider neonatal representation for the group, it was proposed that a representative be sourced from a LNU and SCU. It was agreed that EMG would support this proposal and ELP would source representation from medics, Nurses and AHPs. 	<p>ELP</p>

Item		Actions
	<p>Post meeting note: An email to be sent out to seek volunteers to represent LNU/SCUs.</p> <p>Regular feedback will be provided at the Executive Management Group. BG also mentioned that extraordinary meetings may be called if actions need to be agreed between scheduled meetings.</p>	
7.	<p>Updates:</p> <ul style="list-style-type: none"> - Future Role of ODNs HB gave a brief update as JB was unable to attend the meeting. A presentation entitled “North East & Yorkshire: Current Configuration of Networks” will be circulated with the minutes of this meeting. It was noted that the question of funding still remains. - DRI Situation – post flood AB gave an update on the situation following the flood that occurred at DRI on 27 April. Due to the damage caused it is likely that the repair works required will take up to 12 months to complete. Neonates have been relocated to Children’s Services. The impact is that cot capacity has gone down from 18 to 12 cots. Therefore the unit are only accepting 27 week singletons and twins 34 weeks and above. Work is underway by Estates so that the Trust can recover some capacity by altering the layout of the ward being used by neonates. AB thanked all units that had given assistance. BG commented that this situation demonstrated how well the wider Network Team and Embrace pulled together to provide the safest plan possible. It was requested that next year’s Annual Report reflect on this event. JW thanked the staff at DRI for their great organisation skills throughout the incident, such as directing Embrace ambulances on site etc. AB agreed to pull together their learning from this situation which can then be shared with the rest of the Network. - Implementing a revised perinatal quality surveillance model - NE&Y Perinatal Quality & Safety Group TC shared a presentation and informed all of the purpose of the group which is to help colleagues identify potential issues and provide objective help and support to avoid future ‘Ockenden’ like incidents occurring in future. There was concern about the lack of neonatal clinical representation on the group. Whilst the ODN would have preferred one Clinical Lead from the North East and one Clinical Lead from Yorkshire to attend future meetings TC stated that this would not be possible and that only a single representative for NEY would be considered. TC was thanked for coming along and it was agreed that HB would pick this up outside of the meeting. <p>Post meeting note: Discussions held with the Northern Network and a request sent back to TC that both Elizabeth Pilling and Sundeep Harigopal are added to the circulation list BUT only one would be in attendance. As to whom that would be it will depend on several factors but mainly existing clinical rota commitments.</p>	<p>HB/Admin</p> <p>HB</p> <p>AB</p> <p>HB</p>

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8.	<p>Yorkshire & Humber Maternity update</p> <ul style="list-style-type: none"> - Clinical Network Update HF provided an update and confirmed that the PERIPrem passport for Y&H will be circulated shortly. HF thanked CB and her team for the useful data that has been provided to the Pre Term Birth Group. - Y&H Matneo Safety Improvement Network AM referred to the paper that had been circulated with the agenda. Close working links are firmly established with MCN, ODN and all LMSs to avoid duplication of work and complement existing work. A two session webinar on the BAPM 7 bundle will take place on 9th and 23rd June, led by Aparna Manou. 	HF
9.	<p>Local Maternity Systems (LMS) Updates</p> <ul style="list-style-type: none"> - Derbyshire AA informed all of plans to resurrect a more neonatal focussed group to bring together work in the two units. TOR had been developed but were then on hold due to Covid. Plans are underway to recommence this work and there is funding carried forward from last year's transformation monies which will help in the form of a project post. - Humber Coast & Vale BC gave a brief update and referred to improvements that had taken place since JP had joined as Locality Lead. CB was thanked for the useful data provided. Regular meetings are taking place with the ODN and progress being made with regard to NCCR work. - South Yorkshire & Bassetlaw JD introduced herself to the group, she had been in post since April. Ongoing work priorities were very similar to the other LMSs. A Perinatal Quality Surveillance meeting will take place next week both midwifery and neonatal safety champions are included. The TOF have been established and will go to the Board next week. - West Yorkshire & Harrogate KP gave an update. The Pre Term Birth Group is running well, with lots of learning and helpful guidelines. Neonatal representation is being built on for the Local Quality Surveillance Group and neonatal representatives are being invited to attend fortnightly meetings. An all system review of serious incidents is underway. <p>ELP spoke of sharing learning from serious incidents across the Network. Serious incidents are to be added as a standing item on the Clinical Forum agendas.</p>	
10.	<p>Embrace Activity Report</p> <p>JW gave an update and referred to the activity report that had been circulated with the agenda. Activity is beginning to pick up in neonates. There are still workforce challenges due to long term sickness among call centre staff, ANPs and medics.</p>	
11.	<p>Parent Engagement:</p> <p>BG suggested that perhaps this item could move up the agenda for the next meeting or the one after.</p> <ul style="list-style-type: none"> - Parent Representative Update LCr gave a briefing update and informed all that the two parent 	HB/Admin

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	<p>representatives are currently in isolation although they have assisted with job descriptions and proof reading of documents. An appointment has been made to the Parent Engagement Lead, it is hoped that Karen Williams will commence in post mid-August.</p> <ul style="list-style-type: none"> - Care Co-ordinator Update Marie-Anne Kelly, the 5th Care Co-ordinator will return from maternity leave in July. Care Co-ordinators have been busy visiting units and pulling together data which will provide a strategy aligned to Bliss accreditation principles. - Booklet “Transferring to another hospital during pregnancy” This booklet has been to various groups and forms part of the IUT guideline. - Bliss Report "Locked out - the impact of Covid-19 on neonatal care" This report reflects on the impact Covid-19 has had on parents whose babies are receiving care in neonatal units. BG reiterated that parents are not visitors but rather an important part of the overall care package. 	
12	<p>Education and Training</p> <ul style="list-style-type: none"> - 2021/22 Draft Education Plan HT will send Admin a draft update to be circulated to the group. This item will also be discussed at the Clinical Forums. - Guidelines It was agreed that the following guidelines are ratified for a 5 year review period: <ul style="list-style-type: none"> o Triggers for transfer o Early care framework o Admission (South) o Y&H IUT o Proposed new review timelines o Resuscitation of the term newborn <p>It was agreed that the following guidelines are ratified in principle, however there will be a two week extension to allow for any further comments:</p> <ul style="list-style-type: none"> o HIE o Premedication for intubation o Hyperglycaemia o Infection Control - Nursing Education NH gave an update on the Foundation Programme which was going well with 28 students passing the course and they are now eligible to apply for QIS. Applications are now being accepted for the September programme. For contacts for the Leeds or Sheffield QIS course, please contact KQ or NH. 	HT
13.	<p>AOB</p> <ul style="list-style-type: none"> - Digital staff passport A Clinical Network briefing document entitled “Enabling Staff Movements Covid-19 Digital Staff Passport” was circulated with the agenda. - Future face to face meetings It is hoped that in the future we will be able to resume face to face meetings and it is likely they will be a mix of face to face and virtual to 	

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	<p>enable more colleagues to attend.</p> <ul style="list-style-type: none"> - Severe Combined Immunodeficiency (SCID) Screening Pilot From September, results for babies who are being screened for SCID should be available before the BCG vaccine is offered, therefore this will be offered after discharge from the maternity unit. The south of the Network is currently taking part in the pilot. All were asked to check with their units if they were experiencing any issues and contact the Network if they require any assistance. <p>BG thanked all for their participation in the meeting.</p>	All
14.	<p>Future Meetings:</p> <p>Executive Group Meetings</p> <ul style="list-style-type: none"> - Tuesday 7 September 2021, 1.30 – 4.00pm, via MS Teams - Thursday 9 December 2021, 1.30 – 4.00pm, via MS Teams <p>Clinical Forum – South</p> <ul style="list-style-type: none"> - Wednesday 16 June 2021, 9.30am – 12noon, via MS Teams <p>Mortality Review Panel - South</p> <ul style="list-style-type: none"> - Wednesday 16 June 2021, 1 – 4pm, via MS Teams <p>Clinical Forum – North</p> <ul style="list-style-type: none"> - Thursday 15 July 2021, 9.30am – 12noon, via MS Teams <p>Mortality Review Panel - North</p> <ul style="list-style-type: none"> - Thursday 15 July 2021, 1.00 – 4.00pm, via MS Teams <p>Allied Health Professions Workshop 2</p> <ul style="list-style-type: none"> - Monday 21 June 2021, 10am – 1pm, via MS Teams <p>Matneo Joint Clinical Forum – Improving Perinatal Outcomes</p> <ul style="list-style-type: none"> - Thursday 11 November 2021, 9am – 12.30pm, via MS Teams <p>NCCR Aligning Capacity - Workshop 2</p> <ul style="list-style-type: none"> - Thursday 11 November 2021, 1.30 – 4.30pm, via MS Teams 	
4pm	Close	

AA	Alex Albus	CS	Cath Smith	JW	Jo Whiston
AB	Andrea Bliss	EP	Elizabeth Pilling	KP	Karen Poole
AM	Aparna Manou	HB	Helen Brown	KQ	Kirsty Quibell
BC	Becky Case	HF	Hilary Farrow	LCr	Louise Crabtree
BG	Bryan Gill (Chair)	HT	Hazel Talbot	NH	Nicola Hunt
CB	Charlotte Bradford	JB	Julie Bloomfield	TC	Tracey Cooper
CH	Cath Harrison	JD	Jodie Deadman		