

Women and Children's Directorate

Clinical Advisory Board for the New Children's Hospital Outpatient Services Sub Group

Minutes of the meeting held on Tuesday 4 July 2006 in the Queen Mother's Hospital Lecture
Theatre 12:00 – 13:30

Attendee List:

Marilyn Horne (Chair), Maureen Kinney, Lesley Bedford, Karen Prince, Allison McLaughlin, Audrey McClymont, Hilary Reidpath, Pamela McHenry, Lyn Docherty, Joan Burns, Gillian Wilson, Paul Galea, Janet Gardner-Medwin, Mary O'Regan, Neil Gibson

Apologies:

Eleanor Stenhouse, Coral Brady, Lynne Robertson

1. Marilyn Horne opened the meeting and minutes of last meeting were approved.
2. Went over key tasks (item 4).

Ward 1C have completed a written brief, taken from their original plan for the new 1C. Joan Burns has stated that SCA had also done a written brief, which she will email for the attention of Coral Brady for submission. Maureen Kinney will forward this to Coral Brady on her return from annual leave.

(Action MK)

Others in the group have started their brief, but were unsure of how much information to include. Marilyn Horne reiterated that we were working to tight timescales and at least a draft brief should be sent to Coral Brady. Group were asked to have a brief done by end of July if possible. Group once again stated that timescales were too tight when the majority of work was to be carried out over summer period/ holidays.

(Action ALL)

Lynne Robertson, as the Service Manager for Medical Services asked (via MK) if the Key Task list could be disseminated to all staff within her remit in order that the group could have feedback from all staff. The group said that this would not be a problem, and could in fact be beneficial.

(Action LR)

Pamela McHenry raised the question of patient feedback and if any of the sub-groups are involving patients, for example using questionnaire. Joan Burns, Department of Clinical Psychology, had issued a questionnaire to patients when they were writing a brief on what would be required for their service.

Allison McLaughlin stated that 1C had informally asked users when they were putting together the plan for the new unit.

It was agreed that a standardised questionnaire for all groups would be beneficial to get patient feedback, although with tight timescales this may be difficult. Joan Burns agreed to email the questionnaire they used to all the group.

(Action JB)

Marilyn Horne discussed the figures that were emailed by John Mullen.

Marilyn stated that the figures that were distributed were high-level figures and she will break down into more detail as required.

Pamela McHenry asked whether the nurse O/P figures could be separated. Marilyn Horne stated that the only nursing activity figures were for renal as they had nurse led clinics. All other services had patients attending under a consultant, therefore this went through as consultant activity. Pamela McHenry also requested breakdown of op over 13 years.

Gillian Wilson raised the question of AHP figures.

Marilyn Horne stated that she compiled her report from the figures given by each department and could not be sure how robust these were. Gillian Wilson will discuss with AHP colleagues about how accurate their figures are and how were reports compiled for activity.

(Action GW)

Some of the group stated that Inpatient activity would be useful, ie whether elective or emergency, length of stay, etc. Marilyn Horne agreed to distribute this when available.

Allison McLaughlin stated that 1C figures are recorded and they could, with the help of the ward diary, give a breakdown of who was seen by the clinician and who was seen by the nurse cross referencing the diary if required.

Audrey McClymont informed the group that dentistry had a large number of 13-16 years attending. Allison McLaughlin stated that this was also true for 1C.

Marilyn Horne stated that she would arrange to have 3 years ward attenders figures downloaded and distributed. She indicated that there had been concerns raised regarding the recording of this activity between nurse and doctor.

(Action MH)

Lesley Bedford informed group that Diagnostics figures were recorded in department and she can print figures for 13-16 years and gather information GGHB wide for distribution.

Lynne Docherty asked for breakdown of Outpatient numbers going through Schiehallion Daycare and brought up the Haematology/Oncology OP figures, these can be captured, but for Inpatient and Daycare, these would be separate figures.

(Action MH/LD)

Joan Burns raised the point of Psychiatry's need to be represented at group. This will be brought to the attention of Eleanor Stenhouse before the next meeting

(Action MH/MK)

On summing up, Marilyn Horne reiterated the need for at least a draft submission be available for the next meeting, with a final draft to Chair by 1 August, 2006.

3. Date of Next Meeting: Tuesday, 18 July 2006 in the RHSC Committee Room from 1200-1330.