

ACF(M)19/01
Minutes: 01 - 15

GREATER GLASGOW AND CLYDE NHS BOARD

**Minutes of a Meeting of the
Area Clinical Forum
held in Meeting Room B, J B Russell House,
Corporate Headquarters, Gartnavel Royal Hospital,
1055 Great Western Road, Glasgow, G12 0XH
on Thursday 7th February 2019 at 2.00pm**

PRESENT

Audrey Thompson - in the Chair (Chair, APC)

Ruth Hamilton	Chair AAHP & HSC
Gayle Cooney	Vice Chair APsyc
Julie Tomlinson	Vice Chair ANMC
Cerys MacGillivray	Chair APsyc
Lesley Rousselet	Vice Chair AOC
Yas Aljubouri	Co Chair ADC
Joanne Findlay	Vice Chair AAHP & HSC

IN ATTENDANCE

Jane Grant	Chief Executive (From Item 07 to Item 10)
Margaret McGuire	Nursing Director
Sandra Cahill	Prescribing Support Pharmacist (For Item 9)
Sheila Tennant	Lead for Prescribing and Clinical Pharmacy (For Item 9)
Alastair Bishop	eHealth Lead (For Item 10)
Geraldine Mathew	Secretariat Manager

ACTION BY

01. APOLOGIES & WELCOME

Apologies for absence were intimated on behalf of Kathy Kenmuir, Jennifer Armstrong, Alistair Taylor and Heather Black.

NOTED

02. DECLARATION(S) OF INTEREST(S)

No declaration(s) of interest(s) were raised in relation to any of the agenda items to be discussed.

NOTED

03. MINUTES OF THE PREVIOUS MEETING

The Forum considered the minute of the meeting held on Thursday 6th December 2018 [Paper No. ACF(M) 18/05] and approved the minute as an accurate record.

NOTED

04. MATTERS ARISING

Ms McGillivray noted an action to circulate the Draft Board Objectives following the Board Development Session, however it was noted that a paper would be presented to the next Board Meeting on 19th February 2019.

a) Links to IJBs

Further to discussion at previous meetings, Mrs Thompson noted that she has arranged to attend the next Chief Officers Meeting which takes place on 1st March to discuss strategic planning processes and links with the Area Clinical Forum. Mrs Thompson stressed that the intention was not to duplicate processes but to ensure strong links were created. Mrs Thompson invited comments and questions from members. Members discussed ways in which this could be done, particularly in relation to current Community Planning Partnership structures. Dr McGuire suggested that further advice be sought from Ms Elaine Vanhegan, Head of Corporate Governance and Administration, with regards to processes. Mrs Thompson agreed to discuss this with Ms Vanhegan and would provide a further update on this at the next Forum meeting.

Chair

NOTED

05. UPDATE FROM NURSE DIRECTOR

Safe Staffing Legislation

Dr McGuire explained that GGC was currently running all the available Nursing and Midwifery Workforce and Workload tools across the organisation. She provided members with an update of the Safe Staffing legislation and noted that amendments were currently being made, in particular that SCNs would not have a clinical caseload, and the potential implications of this. Dr McGuire also noted that the legislation covers all Health and Social Care. It was expected that the legislation would come into force from April 2019. Dr McGuire would continue to keep Forum members updated as this develops.

Dr McGuire

Healthcare Quality Strategy

Dr McGuire advised Forum members that the Healthcare Quality Strategy had been considered by a number of Committees as per the standard governance process. Comments had been incorporated into the Strategy and would now be presented to the next Board Meeting on 19th February for consideration and approval.

NOTED

06. TERMS OF REFERENCE

Clarification was provided at the last meeting and members were content to close this item.

NOTED

07. 2017 – 18 ANNUAL REVIEW

Mrs Thompson thanked members for providing feedback on the information circulated by Ms Patricia Mullen in preparation for the Annual Review on 11th March 2019. An agenda for the session was circulated for comments. It was confirmed that the following members would be in attendance at the session, Alistair Taylor (chair), Lesley Rousselet, Kathy Kenmuir, Yas Aljubouri, Ruth Hamilton, Joanne Findlay, Julie Tomlinson, Gayle Cooney and Cerys MacGillivray. Members discussed the areas they wished to cover including IT systems, workforce planning and the impact of Brexit. Mrs Thompson agreed to draft a note of the areas previously highlighted in relation to the new GP contract, pharmacy, physiotherapy, dentistry and optometry. Secretary to follow up with Ms Vanhegan regarding a position statement on Brexit and workforce planning and staffing.

Chair

Secretary

Mrs Grant joined the meeting.

In summary, the Forum agreed that the following areas would be highlighted:-

- The impact of Brexit on certain areas of the workforce.
- The new GP Contract, its impact on other professions, support to the structure of the wider organisation and training opportunities for multi disciplines. Mrs Thompson agreed to liaise with Mr David Leese, Chief Officer, Renfrewshire HSCP, regarding this.
- eHealth – single patient record and access to wider staff groups and contractors. Mrs Thompson agreed to liaise with Mr William Edwards, Director of eHealth regarding this.
- Realistic medicine and appropriate use of services.
- Moving Forward Together.

Mrs Thompson noted recent discussions with Chief Officers regarding links with strategic planning processes within HSCPs and that she would shortly be attending a Chief Officers meeting to discuss this further. Mrs Grant referred to the recent Review of Progress of Integration of Health and Social Care, and the recommendations approved by the Ministerial Strategic Group. Further discussion was required regarding the overarching Strategic Plan; however Mrs Grant suggested that Mrs Thompson discuss the links with Area Clinical Forum and HSCPs, with Chief Officers in the context of the overarching Strategic Plan.

Mrs Thompson advised that she would discuss the areas noted above with Mrs Kenmuir, and would circulate to Forum members for further consideration and comment.

Chair

NOTED

08. UPDATE FROM THE CHIEF EXECUTIVE ON ONGOING BOARD BUSINESS

Mrs Grant provided an update to the Forum on the following matters:-

QEUH Campus and Infection Control Update

Mrs Grant provided an update on the action being undertaken regarding the QEUH facility and the current infection control position in NHSGG&C. Mrs Grant advised members on the recent infections reported at QEUH and GRI, those being, Cryptococcus, Mucor and Staphylococcus aureus Bacteraemia (SAB). A number of actions were underway to identify the source of infections and Mrs Grant highlighted that no further cases had been identified.

Mrs Grant advised members that the work carried out in Ward 6a to replace the ventilation system was now complete and the ward would be reopened on 11th February. It was anticipated that the work to replace the ventilation system in Ward 2a would take approximately 9 months to complete.

Mrs Grant has commissioned a programme of work to review the overall position on the QEUH campus. Three key elements of work were underway, including review of the original specifications of the QEUH building, if the original assumptions made remain accurate, and a review of capacity and flow across the whole system to distil any key issues. A review of glazing, cladding, and structure of the building was also underway. The third element of work included a review of clinical outcomes and quality, HSMR and HAIRT, to determine if these remain within expected parameters. Mrs Grant indicated that it would be useful to obtain support and advice from the Area Clinical Forum members in relation to the clinical outcomes aspects of the review.

Mrs Grant also highlighted the recent announcement of the Cabinet Secretary regarding the independent external review of the QEUH and RHC.

Mrs Grant noted that support to patients and families of patients remained the top priority in relation to these incidents.

Mrs Thompson was content that Board members were being kept informed of developments via regular briefings.

Mrs Thompson agreed to circulate a copy of the most recent HAIRT report to Forum members.

Chair

Mrs Thompson requested that the clinical outcomes support to the review be included on the agenda for the next meeting.

Secretary

Appointments

Mrs Grant went on to note that Mr Jonathan Best had recently been appointed to the position of Chief Operating Officer. Mrs Grant also noted the reinstatement of the Senior Nurse and Senior Medic roles within the Acute Division to support the Chief Operating Officer and these would be appointed to in due course.

Financial Position

Mrs Grant provided an update on the current financial position. The recurring deficit had been reduced and focus remained to maximise the Financial Improvement Programme. Mrs Grant was confident that the Board would report a breakeven position at year end, however stressed the importance of maintaining focus on this. Aspects of the Financial improvement Programme would be amended going into 2019/20. Performance would also be a key element requiring consideration in 2019/20.

NHSGG&C Board Objectives 2019/20

Mrs Grant noted that the Board Objectives for 2019/20 would shortly be presented to the Board at the meeting on 19th February. A further update would be presented to the next Forum meeting.

Mrs Grant

Waiting Times Improvement

Mrs Grant advised that both short term plans to end March 2019 and long term plans for 2019/20 were being developed and would be considered by the National Performance Programme Board. Mr Best would be asked to attend the next meeting of the Area Clinical Forum to provide an update on this.

Secretary

Mrs Thompson left the meeting due to another commitment and Dr MacGillivray assumed the role as Chair.

NOTED

09. DIABETES UPDATE

Ms Sandra Cahill, Prescribing Support Pharmacist and Ms Sheila Tennant, Lead for Prescribing and Clinical Pharmacy, were welcomed to the meeting.

Ms Cahill provided a presentation on the Pharmacist Led Diabetes Clinic at Kingsway Medical Practice. Ms Cahill provided an overview of Kingsway Medical Practice, which operates within the top 100 of the most deprived areas within Scotland. The practice has an increasing number of patients with diabetes and secured input through the Primary Care Investment Fund for a prescribing pharmacist to support delivery of care. Ms Cahill described the aims of the work to improve outcomes for patients with diabetes. The clinic has an average of 16 encounters with patients per day, including face to face and telephone. Ms Cahill noted the improved clinical outcomes for patients attending the clinic and the financial impacts of the changes made to reduce prescribing costs and GP workload.

Dr MacGillivray thanked Ms Cahill and Ms Tennant for the update and invited questions from Forum members.

In response to questions from Forum members regarding roll out to other areas, Ms Cahill noted that there were a couple of other areas across the Board involved in this type of work.

Mrs Grant congratulated Ms Cahill and Ms Tennant on an impressive piece of

work, noted the improvements made to patient care and encouraged the roll out of these types of initiatives.

In response to questions from Forum members regarding how suitable patients were identified and how this work was initiated, Ms Cahill noted that as a member of the practice team, she liaised with the practice to identify suitable patients. She further noted that the practice had initially raised this and requested support with management of this.

In response to questions from Forum members regarding tips for reducing the number of patient DNA's, Ms Cahill felt that the low number of DNA's associated with the clinic was due to the accessibility of the service as clinics took place within the practice. She also suspected that the use of text messaging on a personalised basis was beneficial to preventing DNA's.

Dr MacGillivray thanked Ms Cahill and Ms Tennant for a very inspiring presentation.

NOTED

10. DIGITAL STRATEGY

Dr Alastair Bishop, eHealth Lead, was welcomed to the meeting. Dr Bishop provided a presentation on the NHS GG&C Digital Delivery Plan. Dr Bishop described the 5 key focus areas including an integrated electronic health and care record, self care and remote care, informatics and data analytics, workforce and business systems and technology and infrastructure. Dr Bishop noted major programmes within the Delivery Plan and provided further information on three areas including safer use of medicines, integrated electronic health and care record and safer diagnostics. Dr Bishop noted that an update on the work would be provided to the Board Meeting in April 2019.

Dr MacGillivray thanked Dr Bishop for the presentation and invited comments and questions from Forum members.

In response to questions from Forum members in relation to the development of cross Board systems, Dr Bishop advised that in addition to the development of new technology such as the integrated electronic health and care record, work was underway to link existing IT systems across Board areas. Information governance was another aspect of this work to join up medicines information and electronic import of data, and focused on three corner systems including Clinical Portal, Trakcare and EMIS.

NOTED

11. MOVING FORWARD TOGETHER – REDIRECTION POLICY

The Forum considered and reviewed the documents. It was unclear the purpose of the documents and the expectation from the Area Clinical Forum. Dr Rousselet noted that the policy does not contain references to optometry. Dr Hamilton noted that there were lots of good sections within the policy about

alternative services. It would be helpful if the policy contained information on how those services support patients.

Dr McGuire agreed to discuss the policy documents with Mr Best to provide some context, background information and who the policy was intended for.

Dr McGuire

NOTED

12. NATIONAL ACF CHAIRS GROUP UPDATE

There was no update available at this time.

NOTED

13. UPDATE FROM THE CHAIR ON ACUTE SERVICES COMMITTEE AND CLINICAL & CARE GOVERNANCE COMMITTEE

Mrs Thompson would provide an update to the Forum following the next Clinical & Care Governance Committee Meeting.

Chair

NOTED

14. BRIEF UPDATE FROM EACH ADVISORY COMMITTEE ON SALIENT BUSINESS POINTS AND MINUTES TO NOTE

The Forum considered and noted the minutes of each of the Advisory Committees.

NOTED

15. DATE OF NEXT MEETING

Date: Thursday 4th April 2019

Venue: Meeting Room A, J B Russell House

Time: 2 - 4:30pm