

## NHS GREATER GLASGOW AND CLYDE

**Minutes of the Meeting of the  
Area Clinical Forum  
Microsoft Teams / Boardroom  
On Thursday, 8 October 2020**

**PRESENT AT TELECONFERENCE**

Mrs Audrey Thompson (in the Chair)

Dr Cerys MacGillivray	Vice Chair of ACF
Dr Lesley Rousselet	Vice Chair of the AOC
Dr Ruth Hamilton	Chair of the AAHP & HCS
Dr Alastair Taylor	Chair of the AMC
Dr Gayle Cooney	Vice Chair APsychC
Ms Julie Tomlinson	Chair of the AMNC
Mr Ian Millar	Chair of the APC

**IN ATTENDANCE**

Ms Jane Grant	..	Chief Executive - Boardroom, JBR
Dr Jennifer Armstrong	..	Medical Director - Boardroom, JBR
Mr Jonathan Best	..	Chief Operating Officer - Microsoft Teams
Ms Susanne Millar	..	Chief Officer - Microsoft Teams
Ms Gail Caldwell	..	Director of Pharmacy - Microsoft Teams
Ms Fiona Smith	..	Director of Allied Health Professions – Microsoft Teams
Ms Sandra Blades	..	Lead Nurse for Professional Governance and Regulation – Microsoft Teams
Ms Louise Bell	..	Charge Nurse / Royal Hospital for Children - Microsoft Teams
Ms Pamela Joannidis	..	Acting Associate Nurse Director / Infection Prevention and Control Team - Microsoft Teams
Mrs Lorraine Bulloch	..	Secretariat - Microsoft Teams

		ACTION BY
<b>80.</b>	<b>WELCOME AND APOLOGIES</b>	
	Apologies for absence were intimated on behalf of Dr David McColl.  Mrs. Thompson welcomed Ms Fiona Smith, Director of Allied Health Professions to the meeting and advised that an invite would be extended to Ms Smith to attend future meetings.  <b><u>NOTED</u></b>	
<b>81.</b>	<b>DECLARATIONS OF INTEREST</b>	

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	<p>The Chair invited members to declare any interests in any of the items being discussed. There were no declarations made.</p> <p><b><u>NOTED</u></b></p>	
<b>82.</b>	<b>MINUTES OF THE PREVIOUS MEETING OF THURSDAY, 13 AUGUST 2020</b>	
	<p>The Forum considered the minute of the Area Clinical Forum Meeting of Thursday, 13 August 2020 at 2.00pm [Paper No ACF (M) 20/07] and were content to approve the minutes as an accurate record.</p> <p><b><u>APPROVED</u></b></p>	
<b>83.</b>	<b>MATTERS ARISING</b>	
	<p><b><u>ROLLING ACTION LIST</u></b></p> <p>Members reviewed the Rolling Action List and were content to close the following item:</p> <p><b><u>No 71 QEUH and RHC Issues</u></b></p> <p>This action was included as an item on the agenda and therefore members were content to close the action.</p> <p>In addition the following matter was discussed:</p> <p><b><u>No 11 Regulation of Medical Devices</u></b></p> <p>Dr Hamilton, Chair of Allied Health Professions and Healthcare Scientists Committee updated the Area Clinical Forum regarding the latest position with regards to changes to the Medical Devices Regulation scheduled for May 2021 and implications of European Union exit. The ACF noted that this was an important development which had significant implications around in-house manufacture which included regular undertakings such as alterations to aids and crutches as well as development of software to support clinical decision making. Ms Grant undertook to take this forward with the Executive and would report back at a future meeting.</p> <p>The Forum were content to note the Rolling Action List and the update provided.</p> <p><b><u>NOTED</u></b></p>	<b>Ms Grant</b>
<b>84.</b>	<b>WINTER PLANNING</b>	

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	<p>Mr Best provided members with an overview of winter planning for 2020. He explained that winter planning would commence in October each year, however the process would be slightly different this year to manage the COVID-19 pandemic. Mr Best advised that NHSGGC would need to provide a delicate balance for remobilisation arrangements including red and green pathways, Community Assessment Centres (CAC's) and Mental Health Hubs. Mr Best noted that NHSGGC held responsibility for 196 care homes with provision of flu vaccination and discharge arrangement plans. He informed that specific winter wards had been identified at the Royal Alexandria Hospital (RAH) and Gartnavel General Hospital (GGH) and noted that the position would be monitored collectively to oversee the need for additional beds in future months. Mr Best reported that there had been a sharp increase in COVID-19 cases within the Acute Sector over the past 10 days. Mr Best described the introduction of the Red Bag initiative to support care home transfers from Acute services and remarked that the initiative had worked well. Mr Best informed members that the CAC's would support the response to COVID-19 and NHSGGC would launch leaflets, booklets and social media to provide service pathways for patients during the COVID-19 pandemic.</p> <p>In relation to concerns raised by members regarding the issue flu vaccines in other Health Boards for Independent Contractors and their staff. Members discussed and agreed that Mrs Thompson would obtain clarity from Dr Linda de Caestecker, Director of Public Health and Mr David Leese, Chief Officer regarding the possibility of scope to extend the provision of flu vaccination within NHSGGC to all Independent Contractors.</p> <p>Mrs Thompson thanked Mr Best for the update regarding Winter Planning and the Forum were assured by the information provided.</p> <p><b><u>NOTED</u></b></p>	<p><b>Mrs Thompson</b></p>
<p><b>85.</b></p>	<p><b>ROYAL HOSPITAL FOR CHILDREN – AT A GLANCE</b></p>	
	<p>Ms Louise Bell, Senior Charge Nurse, Royal Hospital for Sick Children (RHC) provided a presentation on a range of service improvement work "Royal Hospital for Children at a Glance". Ms Bell provided an overview of a day in the life at the RHC and updated on a variety of staff and services available. She noted 3 new services and remarked they had worked well including the first Surgical Nurse Practitioners service in the UK, the new role of the Major Trauma Centre and the role of a Diana Nurse within the Palliative Care Team and the deployment of the first Paediatric Palliative Care Medical Consultant in Scotland. Ms Bell highlighted the quality improvement measures that had been established with an overview of daily staff huddles / briefs for patient safety and outlined the focus of safety, prediction and flow within paediatric wards. Ms Bell summarised the "What Matters to me" strategy which provided person centred care and created family confidence to alleviate anxiety with positive and negative feedback for wards and staff. Ms Bell highlighted the ongoing improvement projects in progress at the RHC including Learning from Excellence, HUG and Kangaroo Care. Ms Bell provided an update on patient's fasting in advance of surgery and the new guidelines created by Anaesthetists to prevent children excessively fasting and the anxieties related to unnecessary fasting. Ms Bell described the process for "I can drink cards" which would permit paediatric patients to hydrate</p>	

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	<p>prior to surgery and she highlighted the child friendly poster / leaflet campaign which had provided improved pre-operative information for patients and families.</p> <p>Mrs Thompson thanked Ms Bell for the presentation and advised members of a patient experience video link available on MS Teams “Adeline’s Story” The Forum were content to note the presentation and the positive encouraging patient experience and person family centred work at the RHC.</p> <p><b><u>NOTED</u></b></p>	
86.	<b>UPDATE FROM THE CHIEF EXECUTIVE ON ONGOING BOARD BUSINESS</b>	
	<p>Ms Grant provided an overview of ongoing work in respect of the response to the COVID-19 pandemic, winter planning, flu vaccination and the Test and Protect Service and noted that the work of the Test and Protect Team was to be commended in recent weeks for responding to a significant increase in COVID-19 cases. Ms Grant reported that there has been an increased number of cases in the community and there had also been a significant increase in the COVID-19 inpatient position. She emphasised that NHSGGC would need to remobilise carefully in alignment with the impact of new guidance and protective measures introduced. Ms Grant indicated that the predictions for the COVID-19 pandemic and winter pressures would be recognised over the next few months and NHSGGC would continue to liaise with the Scottish Government with the prioritisation services.</p> <p>Members were content to note the update from the Chief Executive on ongoing Board Business. The Forum thanked Ms Grant for the ongoing communications and daily updates during the COVID-19 pandemic and noted the information provided was well received from feedback in respective Advisory Committees.</p> <p><b><u>NOTED</u></b></p>	
87.	<b>CARE HOMES</b>	
	<p>Ms Sandra Blades, Lead Nurse for Professional Governance and Regulation provided an overview and background from correspondence sent to Board Nurse Directors in May 2020 from the Cabinet Secretary regarding accountability and oversight of 196 care homes across the 6 HSCP’s. She noted that a number of key actions that had already been taken to strengthen management and oversight in care homes including daily calls to care homes, HSCP safety huddles, weekly care home meetings and the development of a platform for ongoing challenges within care homes in respect of Infection Prevention and Control, resident / staff testing and the relevant training for staff. Ms Blades reported that the Care Inspectorate had planned to be in a position to visit every care home within NHSGGC by December 2020. In addition, she informed members of the TURAS Programme which had been developed by NHS Education for Scotland (NES) Digital for recording safety huddles for staff testing and explained that the national compliance target was set at 95%. Ms Blades reported that the Winter Flu Vaccination Programme had been led by the District Nurse Team. She advised that work continued across the HSCP’s to provide</p>	

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	<p>analysis, consistency of approach and support to care homes with weekly discussion at the Care Home Assurance Subgroup in conjunction with stakeholders to provide weekly reports which were collated for the Chief Executive to take forward an action plan for red and amber rated care homes in NHSGGC. Ms Blades reported that an Interim Chief Nurse had commenced post, 0.5 Whole Time Equivalent (WTE) for a 6 month period to provide support within the Corporate Nursing Team. Additionally, a further communication had been received from the Cabinet Secretary which advised of an extension to the role and responsibility of the Board Nurse Directors outlined in May 2020 and extended until June 2021.</p> <p>In relation to a question raised from a member related to monitoring the impact of mental health and neurological conditions, Ms Blades provided an update regarding visiting measures at care homes. She explained that each care home had been risk assessed and noted that mental health was a significant concern related to dementia patients and social isolation. Ms Blades reported that care home visiting measures would continue to be assessed and monitored.</p> <p>Ms. Millar provided an update from the HSCP's and reported that psychological wellbeing was a consistent feature across care homes. She highlighted a great connection between Community Psychiatric Nurses (CPN's) and care homes. Ms Millar explained the excellent support work taken forward by CPN's for residents, families and frontline staff which had been established amid the COVID-19 pandemic.</p> <p>Mrs Thompson thanked Ms Blade and Ms Millar for the update regarding care homes. The Forum were content to note the update.</p> <p><b><u>NOTED</u></b></p>	
	<p><b>88. FLU VACCINATION</b></p>	
	<p>Mrs Thompson provided an update from Dr Syed Ahmed regarding the 2 specific questions related to the provision of flu vaccination for staff of all Independent Contractor Groups. Mrs Thompson stated that the action had previously been agreed at Item 84 (Winter Planning) and would take this forward to explore the opportunity for NHSGGC to include Independent Contractors and their staff to the Flu Vaccination Programme. Mrs Thompson also reported from the 22,000 comments on the draft legislative changes to the Human Medicine Regulation and noted the legislation would be in place by October 2020.</p> <p>The Forum were content to note the update from the Chair regarding Flu Vaccination.</p> <p><b><u>NOTED</u></b></p>	

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89.	<b>MENTAL HEALTH REMOBILISATION</b>	
	<p>Ms Millar provided an overview of the Mental Health remobilisation plans and advised that she would share the Mental Health Remobilisation presentation with members when available. She noted the ongoing work with digital solutions within community Mental Health and triage / reprioritisation. Ms Millar provided an update related to the Child and Adolescent Mental Health Services (CAMHS) waiting list initiatives and the implementation of Consultant Connect. She explained that the CAMHS waiting list was closer to target and noted a change in targets pre COVID-19 was a result of improved understanding and analysis of referrals via Educational Services. Ms Millar reported that there had been challenges to reduce the Psychological Therapies waiting list due to the COVID-19 pandemic, however work was ongoing to reduce waiting times. Ms Millar noted that there had been discussion with Mr William Edwards, Director eHealth and the Chief Officers regarding digital solutions to prioritise unequal sourcing to support Practitioners in Psychology and provide investment in demand.</p> <p>Ms Millar reported that the Mental Health Assessment Unit work was almost complete with an Unscheduled Care (USC) business case to recalibrate clear links with the Mental Health Team and support colleagues in the Acute Sector more effectively and enhance patient experience. She noted that Police Scotland and the Scottish Ambulance Service (SAS) had provided positive feedback regarding a clear pathway to USC within Mental Health Services and explained an augmented phase from October 2020 until March 2021.</p> <p>Ms Millar highlighted the balance between remobilisation and the increased demand of Mental Health Services and would develop an approach as demand would intermittently increase with COVID-19 lockdown measures.</p> <p>In relation to a question raised by a member regarding the Digital Platform Group work and an update on an agreement. Ms Millar advised there had not been an agreement yet, however Ms Millar would feedback to the Forum.</p> <p>A question was raised related to Mental Health new patients and early evening resource. Ms Millar confirmed that Mental Health Assessment Units would specifically examine various initiatives and would develop from October until December with implementation in Phase 2</p> <p>Mrs Thompson thanked Ms Millar for the update regarding Remobilisation of Mental Health Services. The Forum were content to note the update.</p> <p><b><u>NOTED</u></b></p>	Ms Millar
90.	<b>ACF MEMBER PRIORITIES AND CORPORATE RISK REGISTER</b>	
	<p>Mrs Thompson referred to the latest version of the Corporate Risk Register and updated from discussion with Dr McGuire and Area Clinical Forum Priorities. Mrs Thompson highlighted Infection Prevention and Control, Health Care Staffing Bill, GP Out of Hours, USC and opened discussion to members for</p>	

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	<p>comment. Members agreed to take the discussion back to their respective Advisory Committees for further discussion at the next Area Clinical Forum Meeting.</p> <p><b><u>NOTED</u></b></p>	
<p>91.</p>	<p><b>BRIEF UPDATE FROM EACH ADVISORY COMMITTEE ON SALIENT BUSINESS POINTS AND MINUTES TO NOTE</b></p>	
	<p><u>Area Allied Health Profession and Health Care Scientist Committee</u></p> <p>Dr Hamilton reported that the AAHP&amp;HCSC met recently with Ms Smith in attendance. She noted that the group covered a variety of topics with the Health Care Scientist Lead gap as a main topic of conversation.</p> <p><u>Area Medical Committee</u></p> <p>Dr Taylor reported that the detail of COVID-19 remobilisation was discussed at the previous AMC meeting. He noted that there had been good feedback from Q&amp;A's with Mr William Edwards, Director of e-Health. Dr Taylor requested feedback from the Acute Tactical Group to the Hospital Sub Committee. Dr Taylor agreed to contact Mr Best regarding communication between both groups.</p> <p><u>Area Optometric Committee</u></p> <p>Dr Rousselet advised that the Group had met only once in August and a query was raised by their Sub Committees regarding Flu Vaccination for Optometry staff. She also noted discussion regarding proposals for shared care between Community Optometrists and Ophthalmology within the recovery plans.</p> <p><u>Area Nursing &amp; Midwifery Committee</u></p> <p>Ms Tomlinson advised that a new Vice Chair, Lorraine Kelso had been elected at the previous ANMC Meeting and would be invited to attend the next ACF meeting. She also noted that Ms Elaine Vanhegan, Head of Corporate Governance and Administration attended the meeting and provided a presentation regarding the Public Inquiry.</p> <p><u>Area Pharmaceutical Committee</u></p> <p>Mr Millar provided an overview of the previous APC meeting held in August. He noted the new Pharmacy First scheme had been streamlined for minor ailments. Mr Millar advised that Mr Alan Harrison, Lead Pharmacist Community Care attended the meeting to discuss the Formulary with new procedures in position. Additionally, Mr Millar noted that a new update standing agenda item had been agreed by Committee members "Practice Challenges and Practice Developments" was an example of which was the establishing of the Pharmacy at Louisa Jordan Hospital.</p>	<p><b>Dr Taylor</b></p>

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	<p>Ms Caldwell provided an update regarding remobilisation plans and serial prescribing during the COVID-19 Pandemic. She also noted Medicine supply chain issues with National procurement.</p> <p><u>Area Psychology Committee</u></p> <p>Dr MacGillivray apologised that the approved minutes had not been circulated. She provided an overview the previous APsychC meeting and advised of implemented support with triaging and blended ways of working to access Mental Health Support. Dr MacGillivray noted that there had been discussion regarding new roles to support staff wellbeing and more discussion had moved to national level. Dr MacGillivray provided an update regarding new ways of working.</p> <p>Furthermore, Dr Cooney noted there had been discussion regarding priorities and potential areas to focus on.</p> <p><b><u>NOTED</u></b></p>	
<p><b>92.</b></p>	<p><b>CLOSING REMARKS AND KEY MESSAGES FOR THE BOARD</b></p>	
	<p>Mrs Thompson would provide an update at the next Board Meeting to be held on 27 October 2020.</p> <p>The Forum agreed the key priorities for the Board would include; Winter Planning, Royal Hospital for Children patient experience, Care homes, Flu Vaccination, Mental Health Remobilisation and Medical Device Regulations</p> <p><b><u>NOTED</u></b></p>	
<p><b>93.</b></p>	<p><b>DATE OF NEXT MEETING</b></p>	
	<p>10 December 2020 at 2.00pm</p>	