



Nottingham City Local Involvement Network LINK
Minutes Hospital Discharge
Task and Finish Group

Date: 23rd February 2010

Time: 9:30am to 11:00am

Mary Potter Centre, Meeting Room 8, Gregory Boulevard, Nottingham

Present:

Jane Overton – JO

Catherine Jameson - CJ

David Turner – DT

In attendance:

Laura Marano - LM

Laura Thomas - LT

	Actions
<p>1. Welcome JO welcomed the attendees and opened the meeting.</p>	
<p>2. Apologies Apologies we received from Tony Oliver, Pat Nicholson and Alicia Rowley.</p>	
<p>3. Feedback on Pharmacy Project LT gave an update on this project and explained the delay in Bright Sparks accessing the QMC and City Hospital. Nottingham University Hospital (NUH) arranged a meeting to solve the access problems and informed LT of the extensive work they are doing on the Hospital Discharge process. NUH have an ongoing 5yr Plan to improve their processes and are happy to share their information and research with the LINK.</p> <p>CJ stated that when she was pursuing a piece of work for HLG on the Hospital Discharge procedures a year ago she received a very different response to her recommendations. CJ was told that her recommendations could not be considered at that moment in time because NUH had already completed their Hospital Discharge (HD) Review. If NUH have had a 5 yr HD Plan in place for the past 2 years then why was she not informed of that. CJ expressed her concern of the different responses received from NUH on the same issue.</p> <p>LT confirmed that she was informed that NUH has been reviewing their HD process for 2 yrs now and have a 5yr Improvement Plan – thus, <i>Bright Sparks</i> thought it was wise to stop their research as this would just duplicate current NUH work and that the LINK would not have the access and resources that NUH has to investigate this particular aspect of HD.</p> <p>The group agreed that the Pharmacy Research should be halted until the report has been completed by the LINK. The group discussed what would be the best way forward, to ensure a more satisfactory response from NUH. The group considered sending a Statutory LINK letter (Stat 20) to formalise the request for information and ensure that information shared is public and can be used by the LINK for their final report on this</p>	

<p>issue.</p> <p>LM suggested that the priority for the group is to draft a report by mid-March and have a completed report by the end of March. However, the HD issue will be an ongoing piece of work. This Task and Finish group could become the “experts” in HD – remain well informed of NUH targets and commitments detailed in their 5yr Plan – and follow up on the progress to spot any gaps in priorities or any missed targets.</p> <p>LT emphasized the need to send a Stat 20 letter to request information about NUH’s work on HD – and the need to not duplicate any of their work but collaborate with NUH on ensuring their priorities reflect the needs of patients and the community.</p> <p>Write a Stat 20 letter to formalize the process and request for specific information. LT to send draft to Jane Overton for approval and the final letter to be signed by the LINK Chair David Turner.</p> <p>Invite NUH Pharmacist (knowledge of Hospital Discharge) to have more information about the processes and ask any pending questions. Also to invite an NUH staff member from Communications to draft the content of a leaflet to inform patients as soon as they are informed of their Discharge.</p>	<p>LT/ DT</p> <p>LM</p>
<p>4. Feedback on Social Care Project</p> <p>LT informed the group that <i>Bright Sparks</i> was progressing with the research well. <i>Bright Sparks</i> has contacted 100 different organizations following the suggestions from the LINK however, they have had only 60 responses to the survey. Bright Sparks will be contacting Day Services to complete the remaining surveys.</p> <p>CJ highlighted the need to expand the meaning of “care package” – as it was more inclusive to expand the traditional meaning of “care package” to include Support Services.</p> <p>LT will look through the survey and liaise with <i>Bright Sparks</i> on the definition of “care package” and clarify the LINKs concerns.</p> <p>Bright Sparks will have a completed report by mid March (12/02/10) – including surveys from Day Centers.</p> <p>Group agreed to work on the final report electronically – the Chair of the group will decide if a final meeting is needed to agree on recommendations.</p> <p>CJ will liaise directly with Bright Sparks to follow up the voluntary sector responses to the survey as she feels it is important to have their views on this matter. LT to send the Bright Sparks contact details to CJ.</p>	<p>Bright Sparks</p> <p>T&F group</p> <p>JO/LT/LM</p>
<p>5. Final Reports</p> <p>Pharmacy Project: Meeting arranged for the 12th of March from 1:30pm to 4pm to receive a presentation from NUH Pharmacist and NUH Communications Staff to draft LINK recommendations.</p> <p>Social Care Project: Final report to be drafted electronically by the Task and Finish Group. First draft will be circulated by mid-March (w/c 8th March 2010).</p>	
<p>6. Any Other Business</p> <p>None.</p>	
<p>7. Date of Next Meeting</p> <p>Provisionally (until speakers are confirmed): 12th March – 1:30pm till 4pm – Mary Potter Centre.</p>	

Minutes taken by the Nottingham City LINKs TEAM

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