

Minutes of Governance Lead Nurse Group

Thursday 25 July 2024
2:00pm – 3:00pm

Via Microsoft Teams

Present:

Wendy Copson (WC), Deputy Lead Nurse (Quality & Service Improvement) EMNODN
 Charlotte Dolby (CD), Education & Clinical Effectiveness Nurse, EMNODN
 Rachel Salloway (RS), Data Analyst, EMNODN
 Christina Pembleton (CP), Governance Lead Nurse for Neonates & Paediatrics, King’s Mill Hospital
 Lisa Kelly (LK), Neonatal Clinical Governance Nurse, University Hospitals of Derby & Burton
 David Speck (DS), Clinical Educator, United Lincolnshire Hospitals
 Adrienne Patterson (AP), Neonatal Ward Manager, Kettering General Hospital
 Rebecca Scorer (RS2), Neonatal Quality Sister, Nottingham University Hospitals

Item	Subject	Attachment	Action
1.	Welcome & Apologies Jane Lafferty (KGH), Rachel Wright (ULHT), Nicole Malazzab (NGH)		
2.	Declarations of Interest None		
3.	Minutes from the Previous Meeting The minutes from the previous meeting were discussed and agreed.	A	
4.	Matters Arising None		
5.	Terms of Reference for Group Shared and no further comments received. ToR to go to Network Clinical Governance Group (CGG) for sign off on 09 October 2024 before being available on the EMNODN website. WC to send ToR to Linsay to be circulated to CGG members.		WC
6.	Martha’s Rule Discussed in previous meeting. WC provided an update on development of Network wide best practice guidance in the form of a flow chart for Martha’s Rule. This will be shared for comment through the EMNODN Clinical Governance Group (CGG) for ratification. WC to complete and share when ready.	NHSE - Martha's Rule	WC

7.	<p>Serious Incidents/Patient Safety Incidents WC discussed the reduction in serious incidents being reported into the Network following the move to PSIRF.</p> <p>Update given regards what other ODNs are trialling.</p> <p>EMNODN looking at the development of a Midlands wide ‘trigger list’ of incidents reportable to the Network for discussion of learning points at the CGG. Tracker kept previously within the Network via commissioning. STEIS being phased out. CB discussed NUH looking at trends and themes with ‘after action reviews’ for incidents that they escalate. CP discussed process of weekly Divisional rapid review of incidents and action planning.</p> <p>RS asks that when incidents are sent to EMNODN could units give reference number, Badger ID, date of incident and provide updates as to the stage of investigation. Once the incident is closed, notify RS with the learning that has been identified. A summary will then need presenting at the Network CGG.</p> <p>All group members to report all serious incidents to the Network for discussion of learning points at CGG.</p> <p>All group members to suggest anything to go on trigger list from past experiences of incidents/</p>		<p>ALL</p> <p>ALL</p>
8.	<p>Guidelines WC updated the group regards to the Network guidelines. Many guidelines are currently out of date. A plan has now been put in place to have all guidelines back in date by April 2025. All updated guidelines will be ratified through the Network CGG.</p> <p>Derogation from guidelines discussed and group informed that a form will need to be signed off where Trusts choose not to follow them.</p>		
9.	<p>PERIPrem WC updated the group regards the Midlands wide initiative to scope PERIPrem implementation as it currently stands. A survey will be sent to each Trust via the maternity services for completion. Neonatal colleagues may be asked to comment. Midlands wide meetings are ongoing.</p> <p>All group members to contribute to survey completion if asked to do so by maternity colleagues.</p>		<p>ALL</p>
10.	<p>Transitional Care Thanks to everyone for completing the TC scoping survey. If anyone would like support with TC services, then please contact the Network Q&SI team. AP for KGH – Lead in post but needs moving forward with antibiotics. Training package in place and being supported by NNU.</p>		

	<p>AP to send KGHs TC Leads email address.</p> <p>CP for KMH – TC Lead back on phased return. CP to send email when TC Lead settled back in role.</p> <p>CB for NUH – Business case completed and out for comment. Funding for Clinical Project Lead now approved for across both sites.</p> <p>DS for ULHT – No lead nurse for TC and staff backfilled from NNU. Work undertaken for midwifery antibiotic administration training to be rolled out over the next month. Estate space allocated but unsure as to cot numbers allocated (4-8). WC suggested business case for TC lead and to decide on cot numbers for staffing ratios.</p> <p>LK for UHDB – LK met with project lead. Recruitment day on 30th September for TC staff. Some estate work to be completed. Burton site still on hold.</p> <p>WC offered Network help with guidelines, business cases, recruitment etc.</p>		<p>AP</p> <p>CP</p>
<p>11.</p>	<p>Data</p> <p>RS gave a reminder that the NNAP reduced access dashboard (RAD) will be updated on the second working day of each month from September. There is also a new date/time field for first dose of antenatal steroids that needs completing please.</p> <p>RS to send out the senior consultation data with the under 34 week data.</p> <p>WC shared details of temperature data (Jan-June 24). Discussion regards how to identify where targeted work can be done. CP discussed that temperature time is defaulting to time of input. RS asked if this could be happening Senior Consultation data as well and will send out the senior consultation data along with the under 34 week data for accuracy checking. RS2 has also identified this issue at NUH and has a medic champion who is checking data and supporting staff with BadgerNet training. NUH are also making some user guides for staff and so will include details about checking times.</p> <p>WC to share temperature data slide.</p> <p>CD discussed the BadgerNet cards for staff on NNU. These will be piloted at a couple of units first and then will be printed and shared as a staff resource.</p> <p>DS shared how they have good temperature data including warmed towels, temp probes on resuscitaires, checklists, and complete a per transfer temperature as well as an admission temperature. DS to share the checklist booklet used at ULHT.</p>		<p>RS</p> <p>WC</p> <p>DS</p>

	All group members also reminded about the Network data managers monthly catch-up meeting. The July-Dec data will be shared in January 25.		
12.	AOB There will be no meeting in August.		
13.	Date & Time of Next Meeting Thursday 26 September 2024, 2:00pm – 3:00pm, via Microsoft Teams		