AREA NURSING & MIDWIFERY
ADVISORY COMMITTEE

NOTES OF MEETING held on Thursday, 26th October 2006 in the Board Room, John Dewar Building, Inverness.

Present: Peter Cartwright (Chair), Helen Bryers, Alan Caswell, Rachel Duncan, Kate Earnshaw, Laura Greenshields, Prue Lennox, Stephen Loch, Caroline Matheson, Paula McCormack, Gill McNeill, Mairi Milne, Tricia Morrison, Joan Philip, Margaret Walker, Mhairi Will, Isobel Woods.

In attendance: Lynn Lynes, Meeting Administrator

1. WELCOME & APOLOGIES
   Peter Cartwright introduced himself and advised that he had been appointed Deputy Chair for ANMAC.

   Apologies were received from: Heidi May, Nigel Hobson, Hilda Hope, Chrissie Lane, Linda Sinclair, Jenny Lobban, Iona McGauran, Sarah McLeod, Sally Nowell, Rachel Soplantila, Trisha Kelly, Helen MacDonald, Alison MacLean, Doreen Bell, Lynn Chalmers, Lorraine Coe, Elaine Lang, Caroline Matheson, Raymond Reid, Pat Tyrrell, Jane Park, Hazel Smith, Liz McClurg, Angela Watt, Maureen MacKay, and Veronica Kennedy.

2. MINUTES OF PREVIOUS MEETING (27th September 2006)
   These were accepted as a true record, subject to the following amendments:
   - Mhairi Will’s name should be entered under Apologies
   - Tricia Morrison’s name should be entered under Apologies
   - Helen Bryers was not present at the meeting and her name should be entered under Apologies.

3. MATTERS ARISING
   (a) *Vac Therapy – Draft Guidelines*
      The Guidelines have now been prepared and circulated.

   (b) *Palliative Care*
      Paula McCormack, Chrissie Lane and Stephen Loch have met to identify the way forward with regard to palliative care training. This group will be kept informed of progress.

   (c) Terms of Reference for Sub-groups
      Prue Lennox advised that the Terms of Reference for the Wound Management sub-group had been signed off and will be circulated to this group.

4. CLINICAL SUPERVISION
   Margaret Walker gave a brief outline of the work which has been done regarding Clinical Supervision and there was discussion concerning the Clinical Supervision draft Action Plan.

   Action

   P Lennox

   Lynn Lynes
The Argyll & Clyde Clinical Supervision Policy will be “Highlandised” and it was agreed that NHS Highland would adopt all clinical supervision models within the Policy, plus action learning sets. There was concern that there should be enough supervisors and the level of training will need to be identified. Questions were raised about acute nursing and how clinical supervision would work within an acute setting.

The group approved the Action Plan and it was agreed that the Nurse Director and Lead Nurses would take this forward.

Heidi May will report back to the next meeting re next steps. 

5. LEARNING FROM COMPLAINTS/INCIDENTS

Caroline Matheson advised that data regarding complaints/clinical incidents can be accessed by CHP Lead Nurse and trends are monitored. However, trends are different across different CHPs and there is no overarching procedure for evaluating trends related to Nursing and Midwifery practice across NHS Highland.

It was agreed that the top trends/issues should be addressed and awareness raising for staff or training programmes developed and it was noted that some areas are already doing this.

Joan Philip indicated that the University of Stirling would be extremely interested in being advised of any training which is being developed, as this could well be incorporated into their student programmes.

It was agreed that this should be developed further and it was noted that this topic will be raised at the next Clinical Governance sub-group meeting.

6. FRAMEWORK FOR NURSING IN SCHOOLS

Caroline Matheson advised that the Scottish Exec. had recently requested an update on progress regarding implementation of the Framework for Nursing in Schools. Each CHP had completed the extensive form, and then Pat Tyrrell had incorporated their comments into a Highland-wide response. This was a huge task and Caroline extended thanks to Pat for her work on this, on behalf of the other Lead Nurses. Various themes had been identified from the update:

1. IT is not well developed within Highland
2. Working accommodation for School Nurses is not always of a good standard.
3. School Profiles need to be developed – needs of children, parents, teachers, population.
4. Admin and clerical support is patchy
5 Mental Health of children – Health needs assessments need to be done.

7. PRACTICE NURSE ENGAGEMENT

There are no Practice Nurses as members of this group. Practice Nurses are employed by GPs (independent contractors) and as such are not professionally accountable to the Nurse Director. There seems to be no leadership structure within the profession and Practice Nurses in rural areas feel isolated and need professional support. Clinical governance within practice nursing is possibly variable.

There was discussion concerning the best way to engage with practice nurses and it was established that a Practice Nurse Forum exists, but this group only meets when there are specific training days, and does not have an official Chair. It was suggested that we need to encourage Practice Nurses to appoint a Chair of the Practice Nurse Forum for Highland, who could then be
It was agreed that a letter would be written by Heidi May to the Practice Nurse Forum asking them to nominate a representative to join this group. Kate Earnshaw will contact Sheila Fletcher from Broadford Medical Practice, and discuss with her the best way forward.

Following the meeting, it was suggested that Pauline Jespersen, Practice Nurse in Oban and Team Leader of the Community Nursing Team, may be a good representative of Practice Nurses. Lynn Lynes will discuss with Heidi May.

8. MENTAL HEALTH NURSING STRATEGY – update
Mhairi Will gave a verbal update regarding implementation of the Mental Health Nursing Strategy. – (Update paper attached)

9. EDUCATION/TRAINING – 1 YEAR WORK PLAN
Stephen Loch gave a presentation on his role as Senior Nurse for Education/Training and the principal areas of work he will be undertaking over the next 12 months.

10. WOMEN, PREGNANCY AND SUBSTANCE MISUSE – GOOD PRACTICE GUIDELINES
Following discussion, these guidelines were approved by the Area Nursing & Midwifery Advisory Committee and it was agreed that this document should now be taken to a meeting of the Clinical Policy Ratification Group, for final ratification.

11. DOMESTIC ABUSE – PREGNANCY & EARLY YEARS - PROTOCOL
Following discussion, this Protocol was approved by the Area Nursing & Midwifery Advisory Committee and it was agreed that this should now be taken to a meeting of the Clinical Policy Ratification Group, for final ratification.

12. AOCB
(a) MRSA
The Committee noted the paper regarding MRSA in Highland Jan 2003 – Jun 2006.

(b) Training Budgets
The Committee noted the paper regarding Training Budgets for NHS Highland.

(c) Pressure Ulcer Guidelines
The 2nd draft of the Pressure Ulcer Guidelines has been completed and Prue Lennox will send out for consultation. Prue is seeking to set up a group regarding this and asked the Committee to nominate representatives.

(d) Mid Highland CHP – ½ year Review
Caroline Matheson advised that this Review had recently taken place. Dressings are now one of the biggest overspends within the CHP budget. The Formulary is being re-done by Prue Lennox and National Procurement will help to bring costs down. It was agreed that a lack of guidance with regard to dressings has led to an increase in expenditure. Prue hopes to have the Formulary updated by December and this will then be sent out as quickly as possible.

(e) Research
- Helen Bryers advised that a couple of new research studies have recently
The Video Support for Infant Feeding Study is being run by a project team led by Dr Pat Hoddinott at the Centre for Rural Health. The feasibility study is being run over a 3 month period. All women (and their partners) who deliver in NHS Highland during this period will be given a questionnaire to take home. From this information it is hoped that we can learn what type of technologies may be used to support women during the post-natal period, and this will form the basis of future pilot studies on the subject. The funding for the study has come from NHS Highland Endowments.

- Helen Bryers advised that UHI have been awarded the contract to evaluate the Physicians Assistant in Scotland. This will be a 2-year evaluation study. The principal investigator is Prof. Jan Farmer and the project team includes Christina West – Practice Development Officer, Argyll & Bute, and Helen Bryers.

- Helen Bryers will feedback to this group on both these research projects.

Helen advised that the Role & Remit of the Research sub-group has been completed and will be brought to the next ANMAC for approval. She asked if anyone else from this meeting would be interested in joining the Research sub-group?

15. **DATE OF NEXT MEETING**
   The next meeting will be held on Wednesday, 22\textsuperscript{nd} November at 11.00 am in the Board Room, JDB.