

Greater Manchester Clinical Audit Network Minutes
Thursday 9th June 2016
Classroom 6 - Trafford Education Centre, Trafford General Hospital,
Moorside Road, Davyhulme, Manchester M41 5SL.

Present:

Bridgewater Community Healthcare NHS FT	Michelle Garrett (Chair)(MG)	Sharon Ramsdale (SR)
Mid Cheshire Hospitals NHS FT	Hilary Moulton (HM)	
The Christie	Joanne Woolley (JW)	
Salford Royal NHS FT	Claire Shepherd (CS)	
Stockport NHS FT (Community and Acute)	Janette Hunt (JH)	
St Helens and Knowsley Hospitals NHS Trust	Lorraine Bayley (LB)	
Wrightington, Wigan & Leigh NHS FT	Liz Farnworth (LF)	Jackie Mansfield (JM)
NW Ambulance Service	Tracy Hughes (TH)	
Pennine Acute NHS Hospitals Trust	Navida Hussein (NH)	
Central Manchester CCG	Immanuel Victor George (IVG)	

1	Apologies:	Claire Robinson (NWS); Mandy Smith (HQIP), Hamida Deemer (Pennine Care NHS FT), Jenny Black (East Cheshire NHS Trust)	
2	Minutes	The minutes of the previous meeting on 14 th April were reviewed and approved as an accurate representation of the meeting.	
3	Matters Arising	Item 6. MG again requested that each Trust provide a generic email address for collation and submission to NQICAN. The addresses will be shared with national audit providers to ensure communication is not affected by transient staffing.	ALL > MG
4	Glimpses of Brilliance	<p>MG re-iterated the concept of Glimpses of Brilliance for those who were not present at the last meeting, which will be shared at the start of each meeting.</p> <ul style="list-style-type: none"> • JW – Team participated in the Christie Quality Scheme and were nominated for staff awards • CS – Had a new member of staff and delegated work to them • LF – Arranged and held a Best Practice Day which included Marisa Mason as a speaker and was really successful; WWL NCEPOD Policy was highly commended • JH – Developed a training package and held a mock sessions which went very well and will now be rolled out across the Trust • HM – Made chink in Pharmacy armour in relation to audit; highlighting positive improvements of audit results to Pharmacy Team not all negative/red • LB – Gate crashed nurses day resulting in attendance at ward manager’s meeting, more nurse led audits taking place and a spot on student nurse training day • MG – Celebrated clinical staff achievements, picked 6 full cycle audits and created A3 laminated posters for staff to display, with good feedback for staff 	

5	Questionnaire to our clients/users	<p>The group reviewed a client questionnaire developed at Bridgewater Community Healthcare NHS FT, which included discussion around:</p> <ul style="list-style-type: none"> • An additional question around the registration process and the different format in Trusts for registration ie web based or paper based • Controls that can be used to avoid non-registration of projects – information services, medical records and pharmacy turning ensuring that any requests have been registered • How controls could be used where EPR is in place – MG to take to NQICAN • Although processes and controls can be put into place it is not possible to police and all levels of staff can be offenders • LB – currently have four questions at the end of the project action plan which are tick boxes and serve as client feedback. If was generally felt that it would be beneficial to implement client questionnaires and include results in annual reports to aid in the justification of services. <p>Further discussion followed with regard to the challenges in clinical audit, specifically with reference to action planning and the support that we as professionals should provide within the organisation. Questions asked included:</p> <ul style="list-style-type: none"> • Do we market ourselves properly – would examples of good projects help? • Should we be challenging separate policies and ensure clinical audit is part of the QI toolbox? • Is the issue with the wider organisation – should they be more accountable? 	MG
6	HQIP Update	<p>MG noted that it is more difficult for Mandy Smith to attend as she is the only HQIP team member now supporting networks and went on to signpost the group to:</p> <ul style="list-style-type: none"> • HQIP Patient and Public Involvement in Quality Improvement publication – April 2016 • HQIP Developing a Patient and Public Involvement Panel for Quality Improvement – April 2016 • HQIP Video – who is involved in the Service User Network (SUN) • Introduction to QI e-learning on HQIP website 	
7	Feedback from NQICAN	<p>No feedback from NQICAN – MG will update the group via e-mail with relevant information after the next NQICAN meeting which is on 15th June 2016.</p>	MG
8	Criteria for Best Practice in Clinical Audit – self evaluation	<p>The group undertook an exercise arranged by MG to highlight the priority areas that the network can be focusing meetings around to share knowledge and processes. The top four areas that came out were:</p> <ul style="list-style-type: none"> • How to ensure that clinical audit is selected as the most appropriate QI method for the issue at hand 	

		<ul style="list-style-type: none"> • How to share clinical audit results internal and external to the Trust • How to set trigger points for escalation in each audit project – especially variation • How to review the quality of clinical audits undertaken within the Trust <p>Future meetings will focus on these areas initially and will be led by members of the group beginning with CS on 13th October 2016.</p>	CS
9	Feedback from courses/conferences	There was no feedback from courses of conferences	
10	CQC Sharing Time	<p>MG fed back on the recent CQC Inspection at Bridgewater Community Healthcare NHS FT, noting that areas of focus included end of life, inpatient facilities and community dental. Areas for improvement were highlighted in feedback but the report is awaited.</p> <p>LF noted that the report for Wrightington, Wigan and Leigh NHS FT was due in February 2016 but had not yet arrived due apparently to the workload of the CQC. Interim reports, which can be challenged, are supposed to be received two months post inspection with a full report in approximately eight months. MG felt that lessons learned and the ability to demonstrate evidence of change and learning would also be a focus for the future.</p>	
11	Any Other Business	<ul style="list-style-type: none"> • NH wanted to know if anybody had undertaken an SBAR audit that they would be willing to share and was advised to e-mail the group to ask the question. • JM re-iterated a request for anybody who had undertaken a patient identification audit to send details and thanked LB for responding. • It was noted that Joanne Woolley (the Christie) volunteered to take minutes for the January 2017 meeting. • It was further noted that the January meeting may be replaced by the North West networks annual event normally held in November but provisionally booked for January. Further information on this event to follow once/if funding for the networks has been agreed at the NQICAN meeting on 15th June 2016. 	?H
12	Date of next meetings	All meetings are on a Thursday, 1.30pm to 3.30pm at Trafford Education centre. Next meeting: 13 October 2016	

DATE OF MEETING	Notes of meeting - rota	Trust
7 January 2016	Michelle Eybers	Bridgewater Community Healthcare NHS FT
14 April 2016	Hamida Deemer	Pennine Care NHS FT
9 June 2016	Hilary Moulton	Mid-Cheshire Hospitals NHS FT
13 October 2016	Lorraine Bayley	St Helens and Knowsley Hospitals NHS Trust