



Greater Manchester Clinical Audit Network

Date: Thursday 18th January 2018

Chair:

Michelle Garrett /
Deborah Kershaw

Time: 1.30pm – 3:30pm

Deputy Chair:

Vacant

Venue: Stockport NHS FT - Room G06 Pinewood
House (Training Centre), Stepping Hill
Hospital, SK2 7JE

Minutes

Attendees: 12

Michelle Garrett (MG), *Bridgewater Community NHS FT (Meeting Chair)*
Deborah Kershaw (DK), *Stockport NHS FT*
Janette Hunt (JH), *Stockport NHS FT*
Hugh Ayerst (HA), *Stockport NHS FT*
Gareth Longstaff (GL), *Stockport NHS FT (Minutes)*
Lee Jones (LJ), *St. George Healthcare Group*
John McDonough (JMc), *St. George Healthcare Group*
Liz Farnworth (LF), *Wrightington, Wigan and Leigh*
Jacki Mansfield (JM), *Wrightington, Wigan and Leigh*
Sally Sutcliffe (SS), *Tameside & Glossop Integrated Care*
Julie Suman (JS), *Christie NHS FT*
Chris Tetlow (CT), *Christie NHS FT*

1. Welcome & Apologies

MG welcomed all to today's meeting, reminding all that she is handing over the role of chair (after 7 years) during this meeting. DK will be succeeding as chair.

2. Minutes Previous Meeting

The group agreed that the minutes were an accurate reflection of the previous meeting. No changes were required.

3. Matters Arising

There were no matters arising. MG noted that the Terms of Reference for this meeting are due for review. DK to circulate document for comment. If no responses within 1 week, it will be taken as approved.

Action: DK to circulate TOR for comment.

4. Review Of The Year 2017

MG reviewed the past 12 months of this network group.

- Change in format of meetings / discussions by Chair
- Accessibility of venues, rotation between Trusts
- Discussed resources of teams / remit
- Discussed training given / attended
- 'What went well, what didn't go well' item added to agenda

5. Review Of NW Event Held 17th November

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Clinical Audit Change Day: North West Clinical Audit Networks training day was held at Southport Hospital on 17th November. MG reviewed the day which has been running annually for the last 6 years. Advised DK will be part of the organising group going forward.

As the day was focused on change' it was noted that a personality test was circulated by Michael Spry prior to the date which looks at individuals personality traits when it comes to facilitating change within team/departments.

Action: DK to share link for personality test.

The test can be found via the following link: www.123test.com/personality-test/ - it takes 15-20 mins.

6. Handover Of Chair

MG officially welcomed DK as the new chair of the GMCAN. DK presented MG with flowers/card, thanking her for her involvement over the years.

7. Items Of Business

Feedback From NQICAN

Number of apologies. IT problems.

Presentation by Penny Pereira from the 'Q initiative' regarding improvement work.

Presentation by Sami Mansoor from NHS England regarding information governance.

Dates & Locations 2018

It was agreed that the venue for these meetings should continue to be on a rota basis. It was also agreed that Wednesday's would be the most suitable day of the week to hold them.

Deputy Chair

This was not discussed at this meeting.

Action: DK to raise at future meeting.

Minutes Of Meetings

This will continue to be undertaken by the hosting Trust.

8. Main Session:

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NQICAN Forum

DK reminded the group that the NQICAN forum is available to use. Users can sign up and view/post items in relation to clinical audit. Carl Walker has spent a lot of time setting this up and has to maintain it. It is for the benefit of all people involved in CA and would be a shame if people did not use it.

It was suggested that the agendas / minutes of this meeting could be posted on the forum.

The link for the forum is <http://forum.ngican.org.uk/>.

Action: DK asked all in attendance to view and make a post or comment on the forum.

CASC Survey Results

The annual online clinical audit survey run by the Clinical Audit Support Centre (CASC) has been published. The survey started in 2010 and provides direct feedback from those working in clinical audit.

From the initial draft findings, 32% stated they felt more positive about clinical audit than a year ago (36% reported they felt more negative) and only 7% stated they had more local resources for clinical audit than a year ago (46% answered they had 'less resources').

More in-depth results will be supplied in coming months but the main results can be accessed via the following link; <http://www.clinicalauditsupport.com/download/Survey1.pdf> or on the CASC website.

DK noted that there were 176 respondents, which in relation to all clinical audit networks is quite a small return.

It was also mentioned the social media (Twitter etc.) is a good way to find out about various topics relating to clinical audit.

Topics For Future Meetings

The topics of these meetings should be a collaboration of the group and not solely relied upon the chair to organise. DK reiterated that she wants these meetings to be meaningful and for all members to participate.

January Topic - Completion Rates

For the purpose of today's meeting DK had asked the group to provide information on their completion rates of local audits. The group shared their findings and it became apparent that most Trust's had a different opinion of what defined 'completed' and how they measure these rates.

JH attended a NQICAN teleconference on Wednesday 17th January around completion rates to debate on 'when is a clinical audit complete?'

This topic is on Carl's agenda for the next NQICAN meeting.

Action: All members to provide confirmation of what they define as when an audit is 'completed' (template to be attached).

9. Round Robin

The group advised of what has gone well / hasn't gone well at their Trust with regards to Clinical Audit this quarter.

Example of gone well:

- New Clinical Audit system introduced (AMaT)
- Some audit departments becoming more involved with QI departments/work

Example of not well:

- Staffing issues due to vacancies/sickness

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10. Feedback From Any Courses/Conferences Attended
DK attended the 'Advanced Improvement Practitioner' course run by AQuA. This was recommended to the group as a good course for QI development and is free of charge to Trusts who are AQuA members.
11. Dates For Future Events Or Courses
<u>Clinical Audit for Improvement in Mental Health</u> Friday 9 February 2018 De Vere West One Conference Centre, London
<u>Clinical Audit Summit 2018: Clinical Audit for Improvement</u> Monday 5 March 2018 De Vere West One Conference Centre, London
<u>Clinical Audit Masterclass</u> Monday 16 April 2018 De Vere West One Conference Centre, London
More events/courses will be shared if made available. It was suggested the NQICAN forum is a good place to see what events are upcoming as there is a dedicated 'Clinical Audit Events' section.
12. CQC Sharing Time
MG updated the group with the CQC position regarding unannounced visits. It was also mentioned that it takes time before a CQC status is updated, even though the actions addressing any issues may have been completed.
13. Any Other Business
<u>New data protection regulations:</u> The new regulations come in to force from April 2018. Network unsure what will be required. MG stated that we would need some kind of legal clarification. DK noted that Trusts should already be preparing for this. Action: SS to check NQICAN forum for this topic. If not on, raise post.
<u>Quality Account list:</u> The NHS England Quality Accounts list for 2018/19 has been published by HQIP. For a further information and access to the list please visit HQIP's website at https://www.hqip.org.uk/national-programmes/quality-accounts/ .
<u>Misc.:</u> MG mentioned concerns around the National Audit for Intermediate Care.
14. Date Of Next Meeting



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DK will circulate the date of the next meeting when it has been arranged. It will take place in April and will be held at *Wrightington, Wigan and Leigh*.

Months and hosting Trust's agreed at meeting were;

Date	Hosting Trust
April 2018	Wrightington, Wigan and Leigh
July 2018	St. George Healthcare Group
October 2018	Tameside & Glossop Integrated Care
January 2019	Stockport

Agreed day is a Wednesday. Hosting Trust to advise of dates as soon as possible or advise if any issues.