

ACF (M) 21/02
 Minutes: 12-23

NHS GREATER GLASGOW AND CLYDE

**Minutes of the Meeting of the
 Area Clinical Forum
 Microsoft Teams / Boardroom
 On Thursday, 8 April 2021**

PRESENT AT TELECONFERENCE

Mrs Audrey Thompson (in the Chair)

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| Dr Cerys MacGillivray | Vice Chair of the ACF |
| Dr Ruth Hamilton | Chair of the AAHP & HCS |
| Dr Simon Kidd | Chair of the ADC |
| Dr Anita Belbin | Vice Chair of the ADC |
| Ms Julie Tomlinson | Chair of the AMNC |
| Mr Ian Millar | Chair of the APC |

IN ATTENDANCE

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| Ms Jane Grant | .. | Chief Executive - Boardroom, JBR |
| Dr Jennifer Armstrong | .. | Medical Director - Boardroom, JBR |
| Mr Jonathan Best | .. | Chief Operating Officer - Boardroom JBR |
| Dr Margaret McGuire | .. | Nursing Director – Microsoft Teams |
| Ms Beth Culshaw | .. | Chief Operating Officer – Microsoft Teams |
| Ms Fiona Smith | .. | Director of Allied Health Professions - Microsoft Teams |
| Ms Pamela Joannidis | .. | Acting Associate Nurse Director / Infection Prevention and Control Team - Microsoft Teams |
| Ms Linda de Caesteker | .. | Director of Public Health - Microsoft Teams |
| Ms Anne Harkness | .. | Director related to Flu and COVID-19 Vaccination - Microsoft Teams |
| Ms Angela O'Neill | .. | Deputy Nursing Director (Acute) - Microsoft Teams |
| Ms Gail Caldwell | | Director of Pharmacy - Microsoft Teams |
| Mrs Lorraine Bulloch | .. | Secretariat - Microsoft Teams |

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| 12. | WELCOME AND APOLOGIES | |
| | Apologies for absence were intimated on behalf of Dr Lesley Rousselet, Dr Alastair Taylor, Dr Gayle Cooney and Dr Ron Alexander. Mrs Thompson welcomed new members to the Area Clinical Forum, Dr Simon Kidd, Chair of the ADC and Dr Anita Belbin, Vice Chair of the ADC. <u>NOTED</u> | |
| 13. | DECLARATIONS OF INTEREST | |

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| | <p>The Chair invited members to declare any interests in any of the items being discussed. There were no declarations made.</p> <p><u>NOTED</u></p> | |
| 14. | MINUTES OF THE PREVIOUS MEETING OF THURSDAY, 11 February 2021 | |
| | <p>The Forum considered the minute of the Area Clinical Forum Meeting of Thursday, 11 February 2021 at 2.00pm [Paper No ACF (M) 21/01] and were content to approve the minutes as accurate as agreed by Mr Millar and Ms Tomlinson.</p> <p><u>APPROVED</u></p> | |
| 15. | MATTERS ARISING | |
| a) | <p><u>ROLLING ACTION LIST</u></p> <p>Members reviewed the Rolling Action List and were content to close the following items:</p> <p><u>No 05 COVID-19 Vaccination</u></p> <p>Mrs Thompson advised members that she had spoken with Mr Alan Harrison, Lead Pharmacist in Community Care regarding Yellow Card reports and the information had been circulated. Members were content to close the item.</p> <p><u>No 09 QEUH Infection Control Case Review</u></p> <p>This action was included as an item on the agenda at QEUH/RHC Casenote Review and Oversight Board Action Plan and therefore members were content to close the item.</p> <p>The Forum were content to note the Rolling Action List updates provided.</p> <p><u>NOTED</u></p> | |
| 16. | COVID-19 AND THE VACCINATION PROGRAMME | |
| | <p>Mr Jonathan Best, Chief Operating Officer provided an update on the current position in respect of COVID-19 in the Acute Sector. He advised that there had been pressure on all Acute sites across NHSGGC throughout the pandemic, however he noted that the number of COVID-19 cases had slowly reduced. Mr Best provided an update in relation to Intensive Care and the High Dependency Unit figures to date and noted that there had been a reduction in staffing levels</p> | |

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| | <p>due to the Easter break. He explained that there would be further remobilisation of theatres from 12 April 2021 and highlighted clinical prioritisation for elective surgery within the Remobilisation Plan.</p> <p>Dr Linda de Caestecker, Director of Public Health reported that the rate of COVID-19 infection had reduced and provided an update on cases reported and COVID-19 community prevalence was at 58 per 100,000 to date and noted that small pockets of localities within NHSGGC had slightly varied from this figure. She explained which cohorts had received the first dose of the vaccine and noted that 500,000 doses had been administered within NHSGGC which included Health and Social Care Partnerships (HSCP's) and the workforce. Additionally, she reported that by mid- April 2021 cohort 9 and unpaid carers would have received their first dose of the vaccine. Dr de Caestecker noted that the majority of care home residents and staff had received the first and second dose of the vaccine. She reported that 110,000 of the population of NHSGGC had received the second dose of the vaccine and advised that the aged 40/49 cohort would have received an appointment by April 2021. Dr de Caestecker noted that there remained an issue with supply of the vaccine and schedules would adjust in line with the supply. Furthermore, she reported that the Moderna vaccine had been rolled out and there were now three approved vaccines COVID-19 vaccines in circulation within NHSGGC.</p> <p>Ms Anne Harkness, Director related to COVID-19 Vaccination Centres provided an update in respect of the Oxford AstraZeneca vaccine and blood clots related to under 30 year olds She noted that NHS Inform would issue a leaflet regarding the risks and NHSGGC would work with national colleagues to rebook 18 to 29 year old vaccination appointments to provide an alternative vaccine. Ms Harkness advised that feedback from clinicians had been evolving in a National Webinar format to discuss the various risks and care to patients.</p> <p>Mrs Thompson thanked Mr. Best, Dr de Caestecker and Ms Harkness for the COVID-19 and Vaccination programme update. Members were content to note the update and were assured by the information provided.</p> <p><u>NOTED</u></p> | |
| <p>17.</p> | <p>UPDATE FROM THE CHIEF EXECUTIVE ON ONGOING BOARD BUSINESS</p> | |
| | <p>Ms Grant provided an overview of the ongoing response to the COVID-19 pandemic. She reported that the key situation remained stable. She noted the situation within the Acute Sector continued to improve and the number of patients with COVID-19 had decreased in the past week. Ms Grant advised that the main focus would be remobilisation (RMP3) and reported that NHSGGC would continue dialogue with the Scottish Government to finalise the plans. She noted the key issue would be with elective work to take forward a clear plan with resource and readiness in the event of a further spike. There would also be additional allocation of resource for COVID-19 social distancing measures.</p> <p>Members were content to note the update from the Chief Executive on ongoing Board business.</p> <p><u>NOTED</u></p> | |

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| 18. | QEUH / RHC CASENOTE REVIEW AND OVERSIGHT BOARD REPORTS ACTION PLAN | |
| | <p>The Forum received a presentation by Ms Jane Grant, Chief Executive regarding the published reports from the Queen Elizabeth University Hospital (QEUH) and the Royal Hospital for Children (RHC) Case note Review and Oversight Board which provided an overview of the work undertaken with respect to the action plan going forward. Ms Grant outlined the key lessons to be learned from the reports and actions with recommendations for NHSGGC and NHS Scotland. She noted that significant steps had already been taken to improve practices within NHSGGC and the continued ongoing improvement work. Ms Grant described the launch of the reports from March 2021 with families given advance sight of the reports before the reports were published on 22 March 2021. Additionally, she emphasised that senior staff were on the ward to support families and staff. Furthermore, she noted that a Board statement was released to staff and media, involving the People Network and MSP's / MP's and media interviews were also conducted. Ms Grant explained that there were three parts to the process which confirmed that the hospitals were safe and patients were receiving high quality of care, identified and demonstrated an acknowledgement of the actions taken by NHSGGC to respond to issues in exceptional challenges in a unique set of circumstances and recognition of clear commitment by NHSGGC to learn and improve from lessons learned. Ms Grant outlined four questions from the Oversight Board Key findings and provided members with a background response to the questions raised.</p> <p>Ms Grant provided an overview from the Case note Review findings related to 84 young children and young people (118 episodes of infection) within the review and explained the criteria. She outlined that there was no definitive link to the environment and infection episodes were grouped Ms Grant advised that the report recognised the challenges and acknowledged the work involved to respond to the findings within the Case note review. She outlined the challenges in respect of data availability; quality and systems including microbiology; management of outbreaks; patient location of records and some aspects of clinical care. Ms Grant noted 18 recommendations from the Oversight Board and 43 recommendations from the Case note review and provided an overview of the various themes. Ms Grant updated members on the next steps with cohesive plans; clarity on statements to address the issues raised; focused delivery through Gold Command and Corporate Management Team (CMT) and to remain on Escalation Level 4 with support from the Scottish Government with further review in the Autumn.</p> <p>Mrs Thompson thanked Ms Grant for the presentation regarding the published reports from the QEUH and RHC Case note Review and Oversight Board. Ms Grant explained that she would provide regular updates to the Area Clinical Forum and going forward would update on progress with recommendations, however, noted that NHSGGC were in the early stages of the Action Plan and requested consideration of discussion within the ACF. Members welcomed the presentation and were assured by the information provided and were content for the ACF to capture as a key message.</p> | Ms Grant |

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| | <u>NOTED</u> | |
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| 19. | CARE HOME UPDATE | |
| | <p>Dr McGuire, Nurse Director provided an update on the current work related to care home activity. She outlined the key areas within care homes including the care homes Vaccination Programme; COVID-19 testing; visiting, assurance and governance and professional leadership. Dr McGuire advised that there had been a reduction in the number of care homes within NHSGGC, however noted that the work within care homes remained consistent. Dr McGuire explained the timescales for the first and second doses of the COVID-19 vaccine within care homes and highlighted that the Vaccination Programme was a credit to staff and residents. She also reiterated a special thanks to HSCP and Acute staff for their continued hard work. Furthermore, Dr McGuire described the Daily Safety Huddles that were undertaken within care homes across the six HSCP's which were completed electronically using the TURAS dashboard with updates provided at the Strategic Executive Group (SEG). Dr McGuire provided an overview of the development of the Care Home Hub Model across NHSGGC. She explained that there would be two hubs, one in Glasgow City and one Hub for the five remaining HSCP's to provide a comprehensive, cohesive and high quality approach to support care homes. Dr McGuire provided an update from the Governance and Assurance Strategic Group and noted that strong professional clinical work would continue with the importance of good leadership and embedded partnership working.</p> <p>Ms Culshaw reiterated the information provided by Dr McGuire in relation to the care homes update and the benefit of the huge amount of work carried out with a far more stable position across NHSGGC with no further outbreaks in care homes as of today.</p> <p>Ms Joannidis added to Ms Culshaw's update from the Community Liaison Team and advised that a new national Infection Prevention Control Care Home Manual had been launched and would be available for members to view.</p> <p>In relation to a question raised by a member regarding the plans to manage / monitor psychological affects for staff in care homes, discussion ensued regarding continued initiatives for staff with ongoing discussion for peer support and a new proposal which would be easy for staff to access. Ms Grant was content that work would be taken forward and for a consistent review that would evolve over time.</p> <p>The Area Clinical Forum were content to note the huge amount of work that continued with care homes and were assured by the update.</p> <p><u>NOTED</u></p> | |
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| 20. | COVID-19 PANDEMIC- NMAHP | |
| | <p>Ms Angela O'Neil, Deputy Nurse Director (Acute) provided a summary of the updated guiding principles for Nursing, Midwifery and Allied Health Professionals (NMAHP). She reported that the guiding principles were first developed in the</p> | |

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| | <p>early stages of the pandemic to provide support for NMAHP staff. Further feedback was gathered from staff to provide an appropriate update Board wide across NHSGGC. Ms O'Neill highlighted that the document was supportive towards staff in recognition of additional pressures and work out with normal practices. She explained that the guiding principles were developed to support staff's decision making during periods of increased clinical activity and demands as a result of the COVID-19 pandemic. Ms O'Neill outlined eight guiding principles and described the key areas including family, communication, prospering, safe working principles and to look after yourself and others. She highlighted Multi - Disciplinary Team (MDT) working and shared decision making would be essential within the Hubs with integrated ways of working within MDT's.</p> <p>Ms Smith provided an update from an AHP perspective and underlined the collaborative processes between nursing and AHP's. She noted that the NMAHP guiding principles had been well received by AHP staff with positive contribution.</p> <p>Mrs Thompson thanked Ms O'Neill for the summary of the NMAHP guiding principles and requested that it would be really helpful to share. The Area Clinical Forum welcomed the update and were assured by the information provided.</p> <p><u>NOTED</u></p> | <p>Mrs Thompson / Secretariat</p> |
| <p>21.</p> | <p>BRIEF UPDATE FROM EACH ADVISORY COMMITTEE ON SALIENT BUSINES POINTS AND MINUTES TO NOTE</p> | |
| | <p>Mrs Thompson advised members that a number of the Committee meetings had been suspended with the plan to reinstate. Ms Grant advised that there would be discussion at the next Board meeting and a paper would be submitted to recommend focussed agendas.</p> <p><u>Area Allied Health Profession and Health Care Scientist Committee</u></p> <p>Dr Hamilton advised that AHP&HSC Committee had not met in 2021, however a meeting would be held virtually in May 2021 to discuss membership. She noted that long COVID-19 would have an impact on the AHP workforce. Dr Hamilton reiterated that a Profession Lead for HCS's has not yet been appointed. Dr McGuire will follow up with Arwel Williams and Jonathan Best.</p> <p>Ms Smith noted the National Rehabilitation Framework included the role that AHP's would play and would link in with National Directors.</p> <p><u>Area Dental Committee</u></p> <p>Dr Kidd introduced himself to members as the Chair of the ADC. He noted that there had been a huge capacity issue related to aerosol generating procedures and dental space. Dr Kidd advised that the issue had manifested within the academic year postponed for 1 year with an impact on training and the workforce. Additionally, Dr Kidd reported regarding the Public Dental Health</p> | <p>Dr McGuire</p> |

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| | <p>crisis for children with the impact on 14 /15 month wait and the response on guidance with the green pathway.</p> <p>Dr Belbin introduced herself as the Vice Chair of Area Dental Committee and advised that she was a General Dental Practitioner. She highlighted oral care in care homes and noted that the service had been suspended with no discussion to restart.</p> <p><u>Area Pharmaceutical Committee</u></p> <p>Mr Millar advised that the Area Pharmacy Committee met informally in February 2021. He reported that the output of the meeting was to discuss yellow card reporting, change of Personnel / Membership within the committee and advised that the Committee would meet in April 2021 for further discussion.</p> <p><u>Area Psychology Committee</u></p> <p>Dr MacGillivray advised that the Area Psychology Committee had met virtually and noted discussion would be held regarding election of new Chair and Vice Chair.</p> <p><u>NOTED</u></p> | |
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| 22. | CLOSING REMARKS AND KEY MESSAGES FOR THE BOARD | |
| | <p>Mrs Thompson would provide an update at the next Board meeting to be held on 27 April 2021</p> <p>The Forum agreed the key priorities for the Board would include: COVID-19 and the Vaccination Programme; QEUH / RHC Case note and Oversight Board Reports with ACF involvement going forward; Care home Update, NMAHP Updated Guiding Principles.</p> <p><u>NOTED</u></p> | |
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| 23. | DATE OF NEXT MEETING | |
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| | Thursday, 10 June 2021 at 2.00pm | |