**Minutes**

**Monday, 5th June, 2017**

**10:00- 15:00hrs**

**Critical Care Seminar Room**

**Junction 8**

**York District Hospital**

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| **Minutes** | | | |
| 1 | **Attendance:**  Julie Platten (NoECCN)  Linda Brennand (Airedale)  Elizabeth Depnering (York)  Yardley Sariano (Scarborough) Jayne Williamson (NSECH)  Michelle Hutchinson (QE)  Vanessa Branney (Whitehaven)  Debbie Nicholson (Whitehaven) | Julia Hepplestone (North Tees)  Linda Cross (Harrogate)  Lesley Durham (NoECCN)  Sheelah Ainsworth (Leeds)  Vicky Harding (FHN, STees)  Hayley Shakesby (RI, Hull)  Natalie Glew (RI, Hull)  Dianne McGibbon (QE)  Joanne Walker (CHFT) | **Apologies**  Lindsay Nairn  Andrea Berry |
| 2 | **Network Update**  **North Yorkshire & Humberside** – no feedback available, servic eimprovemnet group meeting have been cancellled.  **NoE -** Fast Focus groups continue, review guidelines.  **West Yorkshire** –  See attached presentation  **For future regional (York) meeting - all local groups to send a summary of local meetings to JP / SA in advance.** | |  |
| 3 | Eye and ET guidelines reviewed and after minor ammendments agreed and signed off.  All guidelines to be uploaded onto West Yorkshire website. | |  |
| 4 | **Presentaton from Openhouse Products** – Critical Care Transfer Bag  Carl Taylor - [carl@openhouseproducts.com](mailto:carl@openhouseproducts.com)  **Video of product link provided** | | [***https://www.openhouseproducts.com/product/critical-care-patient-transfer-bag/***](https://www.openhouseproducts.com/product/critical-care-patient-transfer-bag/) |
| 5 | **Website**  Members struggling to access the website – Andrea to resend joining instructions | |  |
| 6 | **New VAP bundle**  See attached presentation  Feedback of Line / circuit changes / subglotic tubes / wet dry humidification – next meeting to enable more complete data – plese return if not already done so.  Liz inform the group that there was a new ET tube available through NHSE (Free) for 24months as recomeded by NICE guidelines  <https://www.nice.org.uk/advice/mib45> | | <https://www.england.nhs.uk/wp-content/uploads/2017/05/innovation-tech-tariff-technical-notes.pdf> |
| 8 | **Prone Procedure**  Discussion surrounding the use of pillows – no research to support using pressure reliving mattress functionality instead of pillows. JP to develop guideance for next meeting. | |  |
| 9 | **Review of scores**  Communication / Transfer / Privacy and Dignity | |  |
| 10 | **Communication Guidelines**  Discussion surrounding communication, group to email what is important to develop a “things to consider list” e.g.interent accessability / trranslators etx | |  |
| 11 | **Audit Form**  West Yorkshire Network developed an audit form to be used when benchmarking to provide some standardisation. | |  |
| 13 | **VAP bundle**  West Yorkshire Presented the work they have done surrounding the VAP bundle and updating it to refelect current research. | |  |
| 14 | **Next Meeting**  Next Benchmarks  Weaning / O2 / Tracheostomy  To be submitted by - **25/08/2017** | |  |
| 15 | **Future Dates 2017:**  **Monday 11th September, 2017 – Critical Care Seminar Rm Junction 8**  **Monday 20th November, 2017 (please note change of date)** | |  |
| **Next meeting: Monday 11th September 2017. 10:00 – 15:00 hrs**  **Venue: Critical Care seminar room, Junction 8, York Hospital** | | | |

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| **Actions** | **Who** | **When** |
| Network Leads provide updates for the meetings if not able to attend. | Julie / Maureen / Andrea | Prior to every meeting |
| Group to submit factors to be considered in communication | All | 21st August |
| Develop Prone Guideline | JP | Next meeting |
| Website joining instructions | AB | ASAP |
| Submit Line / Circuit Changes if not already done | ALL | 21st August |
| ETT and Eye Care Guidelines to be uploaded to website | JP | ASAP |
| Submit scores O2 and Humidification / Weaning / Tracheostomy | All | 21st August |
| Please ensure all benchmarking scores have been submitted | Will send out a separate sheet with submission info | 21st August |