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**Critical Care Operational Delivery Networks**

**England, Wales & Northern Ireland**

**Collaborative Regional Benchmarking Meeting**

**Minutes**

Monday 5th September, 2016

10:00- 15:00hrs

Critical Care Seminar Room

York District Hospital

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| **Minutes** | | |
| 1 | **Attendance:**  Andrea Berry (West Yorkshie CCN)  Lesley Durhan (  Liz Ellis (Mid Yorks)  Elizabeth Depresing (York)  Elizabeth Williamson (The Northumbria)  Julia Hepplestone (North Tees)  Paula Stewart (South Tees)  Vick Harding (South Tees)  Helen McGarvie (Leeds)  Jessica Priest (Bradford) | **Apologies**  Elizabeth Williamson  Maureen Issott  Sheelah Ainsworth (Leeds)  Julie Platten (NoECCN)  Linda Brennand (Airedale)  Rachel Jones (Dewsbury)  Joanne Walker (Huddersfield)  Sharon Thompson  L Squires  Jenny Graham |
| 2 | **Welcome & Introducations**  AB chaired the meeting in the absence of JP (Chair) and SA (Deputy chair | |
| 3 | **Terms of Reference**  JP had prepared revised Terms of Reference for the group, which were discussed in detail and changes agreed. Revised TOR circulated with minutes for further comment - to be signed off at next meeting.  As part of the broader discussion it was felt we should revisit the circulation list as it is extensive and many on it do not attend meetings. | |
| 4 | **Benchmark Excel Sheet**  HM sharedthe work she had done creating an excel spread seet to collate benchmarks. The system provided a RAG rate which didn’t include numerical marking. It identified who was responsible for required actions and provided a tracking system to monitor progress. Thi prompted much discussion about the value of scoring numerically as opposed to a broader approach using Red;Amber;Green. There was a divide in opinion, although it was felt that each unit should use the approach that suited them. The excel spread sheet will be circulated for those who wish to use it.  **RASS Documentation**  Leeds have recently updated their RASS documentation based on a RAG rating - HM to share | |
| 5 | **Benchmarks : Pain/Sedation/Delirium**  The benchmarks for pain/sedation/delirium were shared and although gaps still existed where units hadnt completed their, there was a fully overall view of where gaps existed. It was agreed by those presnt the most effective way of moving forward would be to allocate each network with one of the topics , who would then produce an overarching guideline. In NoECCN they plan to do this through “Fast Focus Event” whereby they meet for the day and agree on the guidnace based on best evidence. The subjuect allocation was:   * NoECCN - Pain * West Yorkshire - Sedation * North Yorks & Humber - Delirium   The plan is for each network to present their work at the next meeting in December.  It was also agreed that a standarised approach would be useful and the NoECCN will share the template they use. | |
| 6. | **Website**  AB has set up an area on the West yorkshire Critical Care Network website dedicated to the Regional Benchmarking Group, which is password proitected. The purpose is to use it as a document repository/resource area. For this to work successfully it will be necessary for members to share guielines/policies /training materials etc. [www.wyccn.org](http://www.wyccn.org) then go to Netork Forums/SIL’s/Regional Benchmarking.  AB will send an invitation to all members which will allow them to set up a password to access the password proteced pages. For those members not present at the meeting who want access please email [andrea.berry2@nhs.net](mailto:andrea.berry2@nhs.net) | |
| 6 | **Intersurgical presentation on VAP**  AB agreed to circulate a paper from JICS suggesting changes are now required to the VAP care bundle given the change in evidenc | |
| 7 | **Benchmarks for Bowel Management/Oral Care/Nutrition**  The benchmarks were shared for for Bowel Management/Oral Care/Nutrition and gaps were identified by many around training and education, although some units clearly had addressed this area. It was requested that for the December meeting those units who had scored GREEN should bring along their packages to share. | |
| 8. | **Future Benchmarks**  The next 3 benchmarks will be arterial line/central line/eye care. AB to contact SA to see if these are ready to be circulated asap. It was agreed that scores should be submitted two weeks prior to the meeting which in the case of December will be Monday November 21st. | |
| 8 | **Future Dates 2017:**  Monday 6th March, 2017  Monday 5th June, 2017  Monday 4th September,2017  Monday 4th December, 2017 | |
| **Next meeting: Monday5th September, 2015. 10:00 – 15:00 hrs Venue: Critical care seminar room, Junction 8, York Hospital** | | |

