**Minutes**

**Monday, 13th June, 2016**

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

**Rm 1**

**Post Graduate Centre (5th Floor)**

**York District Hospital**

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| **Minutes** | | |
| 1 | **Attendance:**  Julie Platten (NoECCN)  Andrea Berry (West Yorkshie CCN)  Liz Ellis (Mid Yorks)  Linda Brennand (Airedale)  Hayley Shakesby (Hull)  Paula Stewart (South Tees)  Lindsay Nairn (Sunderland)  Elizabeth Depnering (York)  Yardley Sariano (Scarborough)  Ria Dobbie (Hull)  Chloe Hardcastle (Hull)  Julia Hepplestone (North Tees)  Caroline Myres (Dewsbury & District Hospital)  Lynda Green (Harrogate)  Linda Cross (Harrogate) | **Apologies**  Elizabeth Williamson  Maureen Issott  Sheelah Ainsworth (Leeds)  Michelle Hutchinson (Gateshead) |
| 2 | **Network Update**  **North Yorkshire & Humberside** – no feedback available  **NoE -** Fast Focus groups contiue, beggining to review guidelines.  **West Yorkshire** –  Standardising Benchmark doccument – produced a template  Developing falls assessment for critical care as all the units in WY use the standard Trust format which is less applicable to critical care.  Looking at information leaflets for visitors “Preventing Infection”  **For future regional (York) meeting - all local groups to send a summary of local meetings to JP / SA in advance.** |  |
| 3 | Discussion surrounding pain / sedation / delirium packages. Not all scores received so not a complete comparrison could be made however, however themes were identified surrounding education. The group decided to develop an educational package and also look at developing a delirium prevention bundle. The group to look at what was available to be collated at the next meeting. |  |
| 4 | **Scoring of benchmarks**  pain / sedation / delirium to be sent out again to enable the benchmarking process to be effective everyone was asked to submit their scores by 27th July,2016.  Liz (York) shared her extended template that included score and action plan and time line. It was agreed that this was an excellent format and that we should use this to score the benchmarks (attached) |  |
| 5 | **Website**  No feedback was received from last meeting. Julie to explore the way forward. |  |
| 6 | **Benchmarking Paperwork –** West Yorkshiregroup to continue to reformat benchmarks. |  |
| 7 | **Next Meeting:**  **Bowel Care / Nutrition /Oral Hygeine** Reviewed benchmarks will be circulated. **Please submit scores by 19th August** in preparation of the next meeting. Bring all guidelines / policies / audit tools  Next meeting:  **Am**: Workshop to collate Pain/ Delirium / Sedation education packs and Formulate Delirium Prevention Bundle.  **pm** Review **Bowel Care / Nutrition /Oral Hygeine**  - group work to look at the tree different subjects. |  |
| 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** | | |