

Women & Children's Care Governance Board
PLANNED & URGENT CARE
18th December 2015
2pm Conference room A
Minutes

Members	Attendance	Representative
Planned Care		
Jim McCormack (JMcC) - Consultant O&G/Risk Lead for Gynae (Chair)	Present	
Sara Brigham (SB) – Consultant O&G/Risk Lead for Obstetrics	Apologies	
Julie Fogarty (JCF) - Head of Midwifery (Deputy Chair)	Present	
Kathie Grimes – CLS Manager/Deputy Head of Midwifery	Apologies	
Carmel Healey (CH) - Pathway Manager /Head of Nursing Planned Care	Present	
Jo Davies (JD) – Consultant O&G	Apologies	
Lorraine Dinardo (LD) – Consultant O&G	Present	
Sarah Harper-Lea Head of Legal Services	Apologies	
Gwenda Jones – Supervisor of Midwives	Present	
Jean Fisher – ANC Manager	Apologies	
Urgent Care		
Ravi Jayaram (RJ) – Consultant Paediatrician/Lead Clinician for Children's Services	Apologies	Steve Brearey
Ann Martyn –(AMa) Acting Lead Nurse for Children's Services	Present	
Debbie Peacock (DP) – Risk and Patient Safety Lead	Present	
Jane Evans	Apologies	
Caroline Burchett – Paediatric Research	Apologies	
Nicola Kearsley- O&G Research	Apologies	
Habeeb Braimo - BPM	Apologies	
Anne Murphy – Lead Nurse	Apologies	
Jackie Hughes – HMB Strategy Manager	Apologies	
Alison Kelly - Director of Nursing, Quality and Environment	Receives all minutes as Executive Lead	
Minutes taken by: Anne Mason		

Item	Key points & actions	Owner
1.	Welcome and Apologies Sara Brigham, Jo Davies, Anne Murphy, Ravi Jayaram	
2.	Previous Minutes/Follow up Actions Agreed as an accurate record Meeting to be arranged for JMc, SB, DP and JCF to discuss layout of Quarterly Trend analysis report	
	AM to arrange Quarterly trend meeting	AM
	Matters Arising (not on agenda) none	

4.	<p>Incidents Review RM will send Aggregated report in January 2016</p> <p>Information for sharing – incorrect procedure performed – STEIS- I&S Datix- I&S – JMc will speak to JH regarding relevance</p>	
Action	JMc to speak to JH regarding relevance of spontaneous bacterial peritonitis	JMc
5.	<p>Research No updates this month</p>	
Action		
6.	<p>NPSA level 1 Reviews/Action Plans New - None Ongoing</p> <ul style="list-style-type: none"> Datix I&S I&S 	
Action	AM to update DP with date of action completion	AM
7.	<p>NPSA Level 2 Review/Action Plans New - none Ongoing</p> <ul style="list-style-type: none"> Datix I&S I&S Datix I&S Datix I&S Datix I&S 	
Action		
8.	<p>Obstetric Secondary Review Action Plans</p> <ul style="list-style-type: none"> Summary of 2015 action plans on S Drive 	
Action		
9.	<p>Systems Reviews/Other Action Plans NHS England completed a Thematic review of all of the maternity units in the North West - COCH resulted in 5 areas for review however, JCF will be challenging some of the issues raised at the NHS England meeting on 18th December 2015 for further clarification and feedback.</p> <p>Complaint I&S</p> <p>Stillbirth and Early Neonatal Death review and action plan – panel set up to review each case individually total of 18 cases – no themes identified and each case to continue to be reviewed at multidisciplinary meeting. Some additional actions identified and added to current plan already in process. Overall, the process showed we have good record keeping, good escalation, compliance with Trust policies and the outcomes would not have been any different.</p>	
Action		