

Witness Name: Nurse Y

Statement No.: 1

THIRLWALL INQUIRY

WITNESS STATEMENT OF NURSE Y
EXHIBIT BUNDLE

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EXHIBIT NY01

The Countess of Chester Health Park
Liverpool Road
Chester
CH2 1UL

Tel: 01 I&S

NNU MINUTES OF MEETING
26TH July 2016

PRESENT: Eirian Lloyd Powell (Manager)
Val Parkes (Minute Taker)
Caroline Oakley
Steph Rees

Yvonne Farmer
Nurse Y
Nurse Z
Jenny Jones

APOLOGIES: N/A

1. **MINUTES OF PREVIOUS MEETING:** Accepted as a correct record.
2. **MATTERS ARISING:** As below.
3. **LEVEL 1 (EXTERNAL REVIEW):**
 - 3.1 **REVIEW** – To take place on the 18th August. Panel may come onto Unit, no decision made as yet.
 - 3.2 **SECURITY** – Swipe Card System to be installed to back door.
 - 3.3 **CCTV** – To be ordered for each Nursery. Unit Leaflets to be amended to include new information.
 - 3.4 **MOVING MAIN DOOR TO THE UNIT** – Door to be moved for safety reasons further down corridor to include the staff changing Room, Milk Bank & blood room and Laundry into the Unit.
 - 3.5 **LAPTOPS/TABLETS** – More to be ordered to assist with real time documentation
 - 3.6 **STAFFING** – On hold for time being. 5 band 5's to go to advert. Staffing levels are appropriate for a Level 1 Unit.
 - 3.7 **SCREENS** – To be ordered ASAP – once we have a date when the CCTV installation starts
 - 3.8 **APPRAISALS** – Appraisals need to be completed ASAP
 - 3.9 **REVALIDATION** – 6 to be completed in September 2016
4. **STAFF:** Welcome to our new Band 5's Abi Jeffels, and Sam O'Brien. Also hello and goodbye to Steph Rees who is leaving us to take up a position on Children's Ward.
5. **CLINICAL:**
 - 5.1 **EBM** – Error made recently. Correct procedure not followed. In future take bottle to baby, check the labels with another member of staff or the Mother to confirm details prior to giving the feed.
 - 5.2 **TRAINING AND STUDY DAYS** – Information will be sent out by Yvonne F. Recommend that staff do this while Unit is at Level 1. There are some study dates to be released for November 2016
 - 5.3 **INPUTTING INTO BADGER/COT BUREAU (BANK/AGENCY)** – Please input all Bank Staff onto Cot Bureau form.
 - 5.4 **DEBM/CHECKING STOCK LEVELS** – Check daily as a complaint has been made by Milk Bank that Unit is not following procedure for Stock Levels held.
 - 5.5 **STERILISING BREAST PUMP KITS** – Soap and water to be used to clean the kits.
 - 5.6 **CLINICAL COMPETENCIES/SUPERVISION** – Trust to review competencies.
 - 5.7 **VIDEOLARYNGOSCOPY** – One to be bought for Unit
 - 5.8 **SCANNER** – New one to be ordered.
6. **ENVIRONMENT:**
 - 6.1 **SLUICE** – To be refurbished
 - 6.2 **BABYGROW APPEAL** – Has reached I&S to date.
 - 7.0 **AOB** – No other business.