

Gateshead LINK
Hospital Discharge Procedures Working Group
Tuesday 30th March 2010
GVOC



10.30 – 12.30pm

Minutes

1. Welcome and Apologies

Present:

Kay Parker	Resident
David Wallace	Resident
Gretel Keadell	Resident
Anthony Atkinson	SOTW Provider Board
Paul Babeye Adden	Medical Sciences Student
Winta Haite	Medical Sciences Student
Doreen Dabrowski	Tyne and Wear Fire Service
Sophie Atkinson	Gateshead Youth Action Team

In attendance:

Richard Jenks	Project Co-ordinator LINK
Kim Newton	Engagement and Communications Officer LINK
Jaime Wilkie	Administration Officer GVOC

Apologies:

Maria Hall	Resident
Lyn Patterson	Resident
Angie Maidment	LINK Administrator

Opening Remarks

Kay Parker offered to Chair the meeting and was accepted by the group.

Introductions were made as new people were in attendance.

2. Minutes of the last meeting and matters arising

The minutes of the last meeting were agreed as a true record.

Julie Whitehouse has now left Gateshead LINK and has been replaced by Richard Jenks. Annie Murphy, who has been off work on long-term sick, will be returning, on a phased return, from the 6th April.

3. Safeguarding Adults – Policy Queries

A discussion took place around the responses to queries that were taken by David Wallace and Kim Newton to the North East Ambulance Service.

Not all the answers that have been provided are satisfactory. Further queries will be placed in writing and passed to them before the next meeting.

Action DW & RJ.

4. Fire and Rescue Service: Home Risk Assessment

A copy of the Home Safety Check used to refer people to the Service was passed round and was discussed

The Group would like the Home Safety Check to become part of hospital discharge procedures, but are struggling to find a contact for this. This will be taken to the next Steering Group meeting for discussion. **Action RJ & KN.**

5. QE Hospital Pilot Pharmacy Visit

A discussion took place around an article in Monday 30th March's edition of the Evening Chronicle, about a pilot taking place at the hospital involving a moving pharmacy to enable quicker discharge.

Mark Thomas, Pharmacist, who arranged the Pilot Pharmacy visit, would like those who attended to fill in evaluation forms of the visit. **Action KN.**

6. Next steps – Working Group Terms of Reference

It is standard practice to look at the Terms of Reference to ensure that the work priorities haven't changed and that the group is still trying to achieve what it set out to.

This item will be put on the agenda for the next meeting, to ensure enough time for people to re-read the Terms of Reference. **Action Group.**

7. Any Other Business

- RJ showed the Group the initial analysis he has done on the 2 questionnaires sent out regarding Hospital Discharge – one to the public and one to GP surgeries. A more detailed analysis will be brought to the next meeting. **Action RJ.**
- A discussion took place around how the LINK fits in with the PCT.

8. Date and time of next meeting

Tuesday 18th May 2010, 10.30 – 12.30, GVOC.