

Learning & Development Group
Friday 10th May 2019, 9.30 – 11am
Meeting Room 1, Strathbrock Partnership Centre

Note of Meeting

Present :

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| Jill Jones | Consultant Clinical Psychologist | NHS Fife | JJ |
| Jayne Crow | Consultant Psychiatrist/Clinical Lead | NHS Forth Valley/MCN | JC |
| Claire Smyth | L&D Coordinator | LD MCN | CS |
| Caroline Gill | Head of LD Nursing | NHS Forth Valley | CG |
| Fiona Mason | Senior Charge Nurse | NHS Borders | FM |
| Heather Duff | Project Manager HEF | LD MCN | HD |
| Stuart Batchelor | Senior Charge Nurse | NHS Forth Valley | SB |
| Elaine Kwiatek | Project Manager | LD MCN | EK |
| Diane Willis | Lecturer | ENU | DW |
| Kim Christie | PL&D Practitioner (Adult Services) | Midlothian IHSCP | KC |
| Maria Truesdale | Lecturer in LD | Napier University | MT |
| Fraser Ross | Senior Charge Nurse | NHS Fife | FR |
| Karen Lee | Administrator | LD MCN | KL |

Apologies :

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| Derek Phillips | Workforce Planning Director & Interim Network Manager | LD MCN | DP |
| John Gibson | Learning & Development | East Lothian IHSCP | JG |
| Scott Taylor | Clinical Nurse Manager | NHS Lothian | ST |
| Robert Smith | Care & Support Manager | Edinburgh HSCP | RS |
| Emma Pemberton | Care & Support Manager | Edinburgh HSCP | EP |

| ITEM | | Action |
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| 1. | Welcome & Apologies JJ welcomed members to the meeting, apologies received were noted and introductions were made around the table. | |
| 2. | Note of Meeting held on 22nd February 2019 The minutes from 22 nd February were agreed as an accurate record of discussions held. | |
| 3. | Matters Arising <ul style="list-style-type: none"> • East Lothian Transformation Project As JG submitted apologies for today's meeting, it was agreed that this should be discussed at the next meeting of this group in September. All other matters were covered on the Agenda. | JG / All |

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| <p>4.</p> | <p>Clinical Support Worker Course</p> <ul style="list-style-type: none"> <p>February – April 2019</p> <p>CS advised that this course has now finished and that feedback is being collated. Some attendees felt that the course content was not appropriate for their level and CS agreed to have conversation with managers at the point of booking staff onto course to ensure relevance for all attending. New topics, that were covered, were noted as Trauma and Detect Cancer Early. The general format for the course will remain the same going forward. CS agreed to have a conversation with DW around Palliative Care and Bereavement.</p> <p>October - December 2019</p> <p>The MCN currently move courses around the region to ensure they are accessible for all areas. It was noted that Borders was being considered as the next location. FM advised that she is not sure of third sector sign up but will feedback on this following today's Providers meeting.</p> <p>CS also advised that Lynebank has been booked for available dates as a secondary option. FR advised that there are rooms that could be used that are not noted on the on-line booking system and agreed to check these other options, following receipt of dates that are outstanding. The maximum number of delegates is to revert back to 20 and a allocation of spaces will be considered going forward also, with a limit of 2 places for providers.</p> | <p>CS</p> <p>CS / DW</p> <p>FR / CS</p> |
| <p>5.</p> | <p>PBS</p> <ul style="list-style-type: none"> <p>Level 9 Training</p> <p>JC advised that the MCN has agreed to fund 20 places (of the 25 maximum) and that Lothian have requested a significant number of places and will possibly be looking to purchase more from Napier. Napier have developed this course with the first year being open to the MCN only, with a further academic year thereafter. This will provide an opportunity for Peer Support. It was queried whether the PBS Specialty group would provide supervision support and JC advised that Linda Hume had recommended that each Board have their own supervision arrangements set up. Napier will be offering a session for this role in the overall process and it was agreed that scope around group supervision should be considered also.</p> | <p>JC / All</p> |

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| | <p>JC advised that nominations for places would be collated and then allocated fairly across the region. There has been huge investment from the MCN and it was noted that this needs to be recognised in each area with commitment from Boards and individuals to attend. FM noted that MK is keen for those staff not already at level 9 to attend and FM agreed to follow this up.</p> <p>CG advised that Nurse and Psychology previously provided supervision.</p> <p>Applications for places are to be submitted to the MCN office, by 3rd June 2019, and course details are to be disseminated through MCN Groups.</p> <ul style="list-style-type: none"> • Multi-professional Sub Group • PBS Project Manager <p>It was noted that interviews for this post will be held on 15th May 2019.</p> | <p>FM</p> <p>All</p> |
| <p>6.</p> | <p>Learning & Development Programme 2018</p> <p>6.1 Service User Events</p> <p>CS advised that it is planned to take an accessible version of the Work Plan to Service User Groups, once it has been finalised. The groups will be asked for feedback around what they feel is important and what they would like the MCN to be doing.</p> <p>The Work Plan will be tabled at the ERPB this month and the SMT following that in August. An easy Read version will be drafted over the Summer 2019.</p> <p>During the recent QI event It was noted that there had not been service users as attendees or speakers at the event. CS noted that it may not have been appropriate at the QI event but it was something that had been incorporated at other events and would also be considered going forward. It was agreed that using the structure already in place with the User Groups to collect initial feedback is the best way forward. CS advised that it is planned to host a Service User led Physical Activity event and that a Cancer event is planned for Autumn 2019 with Norma and the Detect Cancer Early Team. DW noted that Service Users contributed to a previous event by making flowers and assisting with writing a paper. EK noted that the Scottish Government are producing sustaining the commitment and will also be presenting at an MCN /event in June. HD noted that there are also the East Lothian Smart Talk group and Forth Valley group. The group agreed to</p> | <p>CS</p> <p>CS / JC</p> <p>CS</p> |

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| | <p>forward contact details for Service User groups within their areas to CS.</p> <p>6.2 2018 / 2019 Schedule of Events</p> <p>It was agreed that an up to date Training Needs Analysis should be carried out for MCN seminar topics.</p> <ul style="list-style-type: none"> • Quality Improvement – 9th May 2019 <p>This seminar was held yesterday, 9th May 2019, in the Education Centre at Stirling Hospital and went well. CG noted that some attendees mentioned that it would have been beneficial to have more time in each session.</p> <p>It was also queried whether the MCN would have a role in doing more around QI and JC advised that there is interest to hold a workshop type session to allow for more discussion.</p> <p>FR noted that staff who attended were very enthusiastic around how to engage people in QI and that plans to do so are underway. CG noted that a Seminar based around the methodology of QI would be beneficial and would assist with using the same language across all areas which in turn would make roll out more straight forward. It was also agreed that the MCN should lead by example and have formal structured QI. It was also noted that QI is a whole team task and not just nursing and should be aimed at everyone.</p> <p>In regard to links with local QI Groups it was agreed that they should feed into the MCN QIG. HD also noted that it would be beneficial to review how to best use the QIG time and membership, with the possibility of inviting ‘experts’ in each area to attend. JC noted that the MCN will have a role in shared learning and peer support, through coordinated discussions.</p> <p>It was agreed to keep this item on the agenda for the next meeting of this group, and discuss whether an annual ‘big group’ meeting could take place to bring together L&D and QIG colleagues and look at areas of commonality).</p> <ul style="list-style-type: none"> • Epilepsy – Late 2019 <p>It was noted that this remains on hold and will likely take place in late 2019, with focus on the new Management Guidelines and Frameworks.</p> <ul style="list-style-type: none"> • Palliative Care – tbc August / September 2019 | <p>All / CS</p> <p>CS</p> <p>All</p> <p>All</p> <p>JC / All</p> <p>KL</p> <p>CS</p> |
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| | <p>DW advised that she has been in contact with colleagues around their policy work. JC and DW agreed to share contacts with each other.</p> <ul style="list-style-type: none"> • Older Adults – TBC 2019 <p>MT advised that this date is being rescheduled and availability is awaited from Professor McCarron's office.</p> <ul style="list-style-type: none"> • Complex Trauma / Personality Disorder – TBC Spring 2019 <p>JC noted that the Forensic Network are hosting a non LD specific PD event in the near future and it was agreed to sign post people to this event.</p> <p>FR and JJ noted that services are shifting focus in line with NES Transforming Psychological Trauma agenda and Scottish Government's commitment for all public services to be trauma informed. All services should be shifting from thinking about 'whats wrong with you' to 'whats happened to you', and it was felt that this event should reflect this discussion. .</p> <p>It was noted that 'Reflective Practice' is noted on today's agenda (Item 6.3.2) as a possible seminar topic. JJ advised that the Forensic Network have written a paper around this and would be well placed to present.</p> <ul style="list-style-type: none"> • Intellectual Disability Day Services – TBC Early 2019 <p>It was noted that there should be Service User Involvement in this Event and that showcasing of User Projects. DW and CS agreed to meet outside of today's meeting around this</p> <ul style="list-style-type: none"> • PMLD / SOMA – 24th June 2019 <p>It was noted that a flyer with event details was circulated to the LD Contacts List yesterday. KL agreed to share this flyer with group members as some did not receive this information. This event will be held in the Jack Kane Centre and group members were asked to advise CS of any other leisure providers in their area. It will be aimed at In-Patient services as aimed at significantly impaired patients.</p> <ul style="list-style-type: none"> • Autism – TBC <p>FM advised that there was interest to hold a Borders Autism event however there are real staffing issues at present. CS noted that there may be scope to have other areas contribute to help take some of the pressure off Borders colleagues. CS and FM agreed</p> | <p>JC / DW</p> <p>MT / CS</p> <p>JC / JJ</p> <p>DW / CS</p> <p>KL</p> <p>All / CS</p> <p>FM / CS</p> |
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| | <p>to discuss this further outside of today's meeting.</p> <ul style="list-style-type: none"> <p>Behavioural Skills Training – TBC December 2019</p> <p>It was previously agreed this should be a ½ day event to update on current practices and that the audience should be Care providers. The title of this seminar needs to be given careful consideration. CS and JJ agreed to discuss this topic with colleagues.</p> <p>Cancer Care – TBC September / October 2019</p> <p>DW advised that speakers and service users videos have now been obtained and that a colleague in Norway has a Breast Screening video that can be used.</p> <p>FM advised that Borders have an appointable candidate in regard to the 2 year Health Improvement Screening nurse post and it would be useful, once in post, for the appointee to link in with this seminar.</p> <p>Keeping Trauma in Mind - March– June 2019</p> <p>KTIM foundation dates have been delivered over 2 full day sessions as has 1, of 4, of the practice development sessions. CS advised that there has been huge interest in this training and that places have been split across the Board areas. CS and JJ are planning to run another cohort in Autumn 2019, and a 1 day session in Spring 2020 to cover Train the Trainer to enable cascade in all of the areas. KTIM covers all of the 'Informed' level and almost all of the 'Skilled' level of NES TPT framework. Fife have committed to all health LD staff to have KTIM training in the near future. JC advised that Dr Tanya has completed a care providers template which could be utilised.</p> <p>Physical Activity</p> <p>This item was covered under earlier discussions around Service User Events (Item 6.1)</p> <p>6.3 Potential Seminar Topics</p> <ul style="list-style-type: none"> <p>Mental Health First Aid</p> <p>JC noted that this would be a similar set up to that used for the KTIM course to disseminate training. KC noted that she has undertaken the 2 day training, but it did not include a train the trainer element. It was also noted that a Mental Health First Aiders list is held within Mid-Lothian and HD advised that the group is run from Strathbrock Centre. HD agreed to source the contact details of Leads. JC agreed to circulate the link to the Scottish Mental Health Sessions for information and KC agreed to forward</p> | <p>CS / JJ</p> <p>DW</p> <p>CS / JJ</p> <p>HD JC KC</p> |
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| | <p>providers contact details to CS. This will be discussed further at the next meeting of this group in September.</p> <ul style="list-style-type: none"> • Reflective Practice <p>Discussion held under Complex Trauma / Personality Disorder (Item 6.2.5)</p> <ul style="list-style-type: none"> • Resilience : The Biology of Stress and the Science of Hope <p>CS advised that this American movie has received great feedback. It is based on the Adverse Childhood Events (ACE) Study which was carried out in USA and repeated in Wales around 5 years ago. The film looks at the links between ACEs and physical and mental health outcomes, which have been shown to be significant. ACEs have a significant impact on both health inequalities and economics. The cost for an annual license is \$175 or to have a 'one off' screening it would be \$250. CS agreed to bring more information around this to the next meeting of the group in September.</p> | CS |
| 7. | <p>Communication and Group Membership</p> <ul style="list-style-type: none"> • Website Update <p>It was noted that the new LD MCN website is taking shape and that work to make it live is ongoing. The website will signpost users to available courses, resources and links. It will also contain links to NES Frameworks i.e. Autism and Trauma. EK is producing an Easy Read section and an Educational Resource links section which will both be complete by the end of May 2019.</p> <p>The group agreed to forward any relevant local and national resources / documentation for upload consideration to KL.</p> <ul style="list-style-type: none"> • Newsletter Contributions – Summer 2019 <p>The Summer edition of the newsletter will be published in late August. It was noted that the MCN have a number of articles to include in this edition currently and therefore no further articles are required from this group.</p> | EK All |
| 8. | <p>AOCB</p> <ul style="list-style-type: none"> • Projects / Research – Burdett Trust <p>JJ raised this item and JC noted that MK had been in contact with her around utilising this funding re mortality contact. JC advised that the MCN can only run bigger projects if there is funding available and there would need to be a lead to progress the application for funding, which would require recruitment. JJ noted that colleagues are meeting in Fife next week to discuss this further and that initial ideas for Fife include ACEs; and Autism and</p> | |

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| | <p>Heart rate trackers. DW advised that the Cancer service will be submitting a bid and that the Observatory will likely bid also.</p> <p>It was agreed that discussions should be held locally with Line managers, then lead nurses and following this possible options for bids should be brought to QIG to obtain a regional view.</p> <ul style="list-style-type: none"> • Palliative Care KC agreed to link with DW. • Genetics JC asked that a multi-disciplinary genetics seminar be considered to up skill staff and be accessible to everyone. The group agreed this topic and JC noted her contact would lead on this seminar. | <p style="text-align: center;">All</p> <p style="text-align: center;">KC / DW</p> <p style="text-align: center;">JC</p> |
| | <p>Future Meeting Dates:</p> <ul style="list-style-type: none"> • 6th September, 9.30 - 11.00, MR 1, Strathbrock • 15th November, 9.30 – 11.00, MR 1, Strathbrock | |