

Learning & Development Group
Friday 22nd February 2019, 9.30 – 11am
Meeting Room 1, Strathbrock Partnership Centre

Note of Meeting

Present :

Jayne Crow	Consultant Psychiatrist/Clinical Lead	NHS Forth Valley/MCN	JC
Derek Phillips	Workforce Planning Director & Interim Network Manager	LD MCN	DP
Claire Smyth	L&D Coordinator	LD MCN	CS
Fiona Mason	Senior Charge Nurse	NHS Borders	FM
Heather Duff	Project Manager HEF	LD MCN	HD
John Gibson	Learning & Development	East Lothian IHSCP	JG
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
Karen Lee	Administrator	LD MCN	KL

Apologies :

Jill Jones	Consultant Clinical Psychologist	NHS Fife	JJ
Caroline Gill	Senior Nurse A&T	NHS Forth Valley	CG
Robert Smith	Care & Support Manager	Edinburgh HSCP	RS
Emma Pemberton	Care & Support Manager	Edinburgh HSCP	EP
Scott Taylor	Clinical Nurse Manager	NHS Lothian	ST
Fraser Ross	Senior Charge Nurse	NHS Fife	FR

ITEM		Action
1.	Welcome & Apologies JC welcomed members to the meeting and apologies received were noted.	
2.	Note of Meeting held on 23rd November 2018 Following some slight alterations to Item 7 and Item 8, the minutes from 23 rd November were agreed as an accurate record of discussions held.	KL
3.	Matters Arising No matters arising were noted as all topics were covered on the Agenda.	
4.	Clinical Support Worker Course	

	<ul style="list-style-type: none"> February – April 2019 CS advised that the first session of this course was held yesterday and next week the detect early cancer team are hosting a session, a ½ day epilepsy session is planned as well as ½ day session around Trauma. CS will continue to gather feedback and from the 23 course attendees. It was also noted that those on the waiting list for this course, 1-2 NHS staff, 5 Council staff and the rest from the 3rd Sector, will be offered first places on the next course scheduled to run from October to December 2019. It was also noted that how we allocate places to future courses will be revisited to help ensure all sectors are reflected. October - December 2018 The MCN currently move courses around the region to ensure they are accessible for all areas. It was noted that Borders would have a number of staff interested in attending the SW Course and FM agreed to forward contact details for venues within Borders i.e. Lang Lee Complex to CS. CS advised that she has been matching up the course content with the NES Framework and that the only element missing from SW programme is Palliative Care / Bereavement. 	<p>CS</p> <p>CS</p> <p>FM</p>
5.	<p>PBS</p> <ul style="list-style-type: none"> Level 9 Training JC advised that there was no update regarding the PBS sub group but that they are scheduled to meet this afternoon. JC also noted that Linda Hume has confirmed a September Level 9 Napier course with some costings and the MCN had agreed to fund 20 places. Additional information is needed from Linda and colleagues at Napier. JC and DP agreed to meet with Linda and colleagues to discuss details fully and formally. It was agreed that how we put forward nominations for this course also needs to be considered. Linda has submitted apologies for this afternoon's PBS Group. DP noted that the PBS group will be advisory regarding implementation however a good relationship with Napier is key as well as commitment from Boards and individuals to attend. KC noted that Napier are holding an information event regarding bitesize courses and HD noted that IABA course is also running in April. Multi-professional Sub Group It was noted that there is a meeting scheduled to be held this 	<p>JC / DP</p>

	<p>afternoon.</p> <ul style="list-style-type: none"> PBS Coordinator This was seen as a useful post to take forward by the PBS Group and they are supportive for this role to be advertised. DP advised that the LD MCN SMT are content with this role to be advertised and that this will be done through NHS Borders. The role will be for 2 days per week, at Band 7 level, and clinical experience in PBS is an essential criteria for any applicants. This post would offer a good development opportunity and colleagues around the table agreed to highlight this role with any colleagues who may be interested. 	<p>All</p>
<p>6.</p>	<p>Learning & Development Programme 2018 6.1 Service User Events</p> <p>CS advised that the Work Plan was tabled at the SMT last week and that an accessible version will be taken to Service User Groups.</p> <p>It was also noted that the Keys to Life priorities are awaited and, as discussed at the last meeting, it was hoped to tie in these priorities with the seminar programme i.e. Physical Activity, Screening, Trauma and Transitions. The group agreed that organising events with / the back of events hosted by PAMIS for LD Week in May would be beneficial and agreed to forward suggestions to CS.</p> <p>CS also advised that she has recently met with Health Promotion colleagues regarding Healthy eating and Activity and trying to make courses more accessible for service users. It was noted that MT has produced a service user friendly booklet in relation to Diabetes, which can be used by both Service users and support staff. DW agreed to chat with Kimberley and will pass her CS contact details to her. DW also noted that Norma Muir runs the Bistro Project for services users ay Craig Hall.</p> <p>HD noted that it would perhaps be beneficial for CS to speak with Jill Alexander re dietetics. JC advised that there has been a Healthy Eating Group, for service users, running in Forth Valley for a long time, chaired by Janey Faulkner, and that this group may be a useful resource.</p> <p>6.2 2018 / 2019 Schedule of Events</p> <ul style="list-style-type: none"> Transitions – 5th February 2019 It was noted that this seminar went well and that the evaluation survey and presentations will be circulated to attendees by Monday 25th February. Quality Improvement – 9th May 2019 This seminar is being planned for 9th May 2019 and will be held in the Education Centre at Stirling Hospital. It was advised that contributions to this seminar had been discussed at the QIG and HD agreed to follow up with Boards re clarity of contributions and copy SB into these 	<p>All / CS</p> <p>DW / CS</p> <p>CS</p> <p>CS / KL</p> <p>HD / SB</p>

	<p>communications. KC agreed to source social care input also.</p> <ul style="list-style-type: none"> Epilepsy – Late 2019 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. Palliative Care – TBC Early 2019 Further discussion and planning is needed. Older Adults – TBC 2019 MT advised that Professor McCarron had proposed a Summer Seminar, date to be confirmed. And CS agreed to look at the upcoming programme of seminars with international contributors to see if there would be scope to ask them to present whilst they are within MCN locality. Personality Disorder – TBC Spring 2019 JC noted that the Forensic Network are hosting a PD event in the near future and there may be scope to run something along side this. JC agreed to investigate this possibility. It was also agreed that a link to any relevant Forensic Network Events should be included on the new LD MCN Website. Intellectual Disability Day Services – TBC Early 2019 DW noted that ideas are to be formalised for this event. Profound & Multiple LD (PMLD) – TBC 2019 It was noted that this will be incorporated into other events i.e. PAMIS Motor Activity Training (SOMA). CS advised that there are a number of costing options for this training : <ul style="list-style-type: none"> a ½ day session would cost £250 £95 per person £1140 for 15 people a flat rate of £500 plus travel Discussions are ongoing with PAMIS around costings and the potential to work together. It was agreed that this would be a good opportunity to test the building of relationships with PAMIS and would provide benefit to both us and them. Therefore in principle the group agreed for this to progress. It was also noted that Train the Trainer options should be considered. <p>CS advised the group that PAMIS are also running a ‘Spirit of Stories’ multi sensory storytelling course which would cost £95 per person to attend, however the group agreed that the SOMA course better fits with what we are looking for.</p> <ul style="list-style-type: none"> Autism – TBC FM advised that she has spoken with Peter and Kirsten 	<p>KC</p> <p>CS</p> <p>DW</p> <p>MT</p> <p>CS</p> <p>JC</p> <p>All</p> <p>DW</p> <p>CS</p>
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	<p>regarding potential for their service user being involved with training however it has transpired that he would not be interested in working in an educating role. FM also noted that there would be interest to hold a Borders Autism event however the target audience would need to be identified. HD noted that an OCD / Anxiety event, with a mental health aspect for medical and non-medical staff – perhaps Support Workers at skilled level – would be beneficial. FM agreed to e-mail colleagues with this suggestion and copy CS into correspondence. It was agreed the date would be towards the end of 2019, perhaps October.</p> <ul style="list-style-type: none"> Behavioural Skills Training – TBC December 2019 It was previously agreed this should be a ½ day event to update on current practices and that the audience should be Care providers. This is being planned for December 2019 and CS agreed to follow this up with JJ. Cancer Care – TBC 2019 DW agreed to work with Alison Milne from the Detect Cancer Early Team to commit to a date, potentially in September 2019. The audience for this seminar will be support staff and health professionals. FM advised that Borders have a 2 year Health Improvement Screening nurse post which will be going back out to advert and it would be useful for the appointee to link in with this seminar. Keeping Trauma in Mind - March– June 2019 KTIM will be delivered over 2 full day sessions, with 3 out of 4 theory to practice sessions, in April – June 2019 and will initially be offered in Lothian. CS advised that there has been huge interest in this training and that places have been split across the Board areas – 3 Borders, 4 Fife, 4 Forth Valley and 5 Lothian. CS and JJ are planning to run another 1 day session in September / October to cover Train the Trainer. CS also advised that there had been significant interest from In-patients and noted that an In-patient specific event would be interesting. Physical Activity It was noted that the Council are happy to support a service user event and that this is in progress. <p>It was requested that all dates are firmed up as soon as possible to ensure time is allowed to book suitable venues.</p>	<p>FM / CS</p> <p>CS / JJ</p> <p>DW</p> <p>DW / FM</p>
7.	<p>Communication and Group Membership</p> <ul style="list-style-type: none"> Website Update It was noted that the new LD MCN website is taking shape and that 	

	<p>work to make it live is ongoing. The team are looking at incorporating a link to Event Brite for seminar and event bookings which is progressing well. KL advised that it is possible to monitor bookings and decline nominations that are not suitable.</p> <p>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 links document and an Educational Resource which will both be uploaded onto the website.</p> <p>The group agreed to forward any relevant local and national resources to EK / KL.</p>	<p>EK</p> <p>All</p>
8.	<p>AOCB</p> <ul style="list-style-type: none"> • East Lothian Transformation Project <p>JG raised the East Lothian Transformation Project which is looking at producing an education framework for the partnership to identify skill levels, specific to job roles and functions and highlighted the joint working opportunity this presents.</p> <p>DW advised that she produced basic level workbooks relating to Mental Health and Learning Disabilities and agreed to forward these to JG for information. EK noted that NES have produced a DVD relating to Equal Health which can be used for individual or group level.</p> <p>It was noted that TURAS platform is a resource that we should recommend and that it is accessible for both Health and Social Care. The website will be a good sign posting option. JG also noted that the National Health and Social Care Workforce Plan will look at developing professional frameworks and potentially include links to pathways and skill levels and this this would be beneficial to the Region.</p> <p>Any ideas / suggestions are welcome and should be forwarded to JG.</p> <ul style="list-style-type: none"> • National Nurse Group <p>It was noted that this had been discussed at a previous meeting and that DW sits on the National Nurse Group. DW agreed to look into potential of posting the 'this is me' video on the Website.</p> <p>No Other Business was noted.</p>	<p>DW / JG</p> <p>All / JG</p> <p>DW</p>
	<p>Future Meeting Dates:</p> <ul style="list-style-type: none"> • 10th May 2019, 9.30 – 11.00, tbc, Strathbrock <p>Availability for other dates in 2019 is awaited and KL requested that members respond, as soon as possible, to enable dates to</p>	<p>All / KL</p>

be confirmed.

Potential Dates :

30th August / 6th September, 9.30 – 11am

15th November 2019, 9.30 – 11am

DRAFT