

DONCASTER LINK – DISCHARGE GROUP – MEETING SUMMARY

Date:
26 November 2009

Time:
10am

Venue:
Doncaster Business Innovation Centre

Attendees:

Margaret Marrison
Rita Holdsworth
Paul Morton
Jayne Bell (Host)

Kay Kirk
Dorothy Head
Marie Lane
Jan Higgins (Host)

Apologies:

None

The following is purely to give the essence of the meeting.

Opening:

The meeting opened with Rita Holdsworth welcoming all and introductions were made.

- **Item 3 on the Agenda – Minutes from 1 October 2009.** No amendments were identified.
- **Item 4 on the Agenda – Update regarding distribution of survey.**

Update - Margaret Marrison. Margaret informed the group she had made contact with Jane Stud and Sue Burnham (Cantley Health Centre). She was not able to shadow on their visits but they agreed to distribute 30 surveys on LINK's behalf.

Note: None of the surveys had been returned to date.

Update - Kay Kirk. Kay updated the group by issuing a report of her visit to the Enablement Team at Armthorpe. She was able to shadow a member of the team on some visits and they agreed to distribute 40 surveys on LINK's behalf.

Note: None of the surveys had been returned to date.

Update - Dorothy Head. All were informed Dorothy had conducted the survey over four separate occasions, on 4th, 5th, 11th and 18th November 2009 at Tickhill Road. Dorothy informed the group (out of interest) she had spent a lot of time at Doncaster Royal Infirmary this week as her mother had been admitted.

Note: Of the 50 surveys issued, to date 6 had been completed and returned.

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Action: Dorothy to produce a time-line report relating to her Mother's experience during her time spent in hospital, this could be used as a case study.

Update - Rita Holdsworth. Rita informed the group she had attended the Physiotherapy Clinic at Doncaster Royal Infirmary on Monday 23rd November 2009. 30 surveys were left with one of the physiotherapists who agreed to distribute to patients.

Note: Of the 30 surveys issued, to date none had been returned.

Update - Paul Morton. Paul informed all present he had issued 30 surveys to the Cardiac Rehabilitation Team and 50 to Jo Partington the Heart Failure Nurse at Cantley Health Centre.

Note: To date 4 completed surveys returned from Cardiac Rehabilitation Team and 17 returned from Jo Partington.

The group agreed to provide the Host with any evidence of informal discussions highlighted by professionals whilst conducting the surveys. This may be used for final reports that may be produced at a later date.

It was agreed by all to conduct the last of the surveys at the following:

- St Marys Nursing Home – Rita Holdsworth and Marie Lane
- St James Residential Home – Margaret Marrison and Kay Kirk
- Hawthorne Tickhill Road – Margaret Marrison and Kay Kirk

The group agreed to use the next meeting to discuss the findings of the returned surveys. A decision will be made as to whether to contact a professional body to dissect the information and provide all relevant reports.

Action: The Host to make initial contact with all new contacts by email, followed by a letter of introduction to confirm any agreed meeting dates. This information to be passed to relevant LINK member. Members to give the Host information of all contact/visits made thus enabling an up to date log to be maintained.

Action: LINK members to inform their contacts (where surveys had been carried out) that none of the surveys had been returned (where applicable). A letter of thanks to be sent to contacts where there had been a good return of completed surveys.

Action: The Host to post a copy of the Survey Findings Information Report to all Discharge Group members.

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- **Item 5 on the Agenda – Discussion around Focus Group.** This item was cancelled from the agenda.

Item 6 on the Agenda – Review action plan from meeting 22nd October 2009. Updates to the Work Plan were agreed.

Action: The Host to update the Work Plan Form.

- **Item 7 on the Agenda – Any Other Business.** Dorothy Head reminded all present that the LINK was holding a ‘Coffee Morning’ on 9th December 2009. Kay Kirk informed all that Doncaster Partnership for Carers were holding an event on the same day.
- **Item 9 on the Agenda – Next Discharge Procedure Group Meeting:** It was agreed the next meeting would be held on 7th January 2010 from 10am at the Doncaster Business Innovation Centre.
- **Item 10 on the Agenda – Close.** The meeting closed at 11.45am.

Minutes submitted by:

Jan Higgins

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