

# DONCASTER LINK – AUTISM AWARENESS GROUP MEETING SUMMARY

**Date:**

13<sup>th</sup> August 2010

**Time:**

11am -1pm

**Venue:**

Doncaster Business Innovation Centre

**Attendees:**

Lynn Davies (Chair), Jackie Lewis and Donna Cibor (Host)

**Apologies:**

Vickie Hammond

**Opening:**

The Lynn Davies opened the meeting by welcoming all.

- **Item 3 Notes from 2<sup>nd</sup> July 2010.** Notes were agreed as correct with no amendments.
- **Item 4 Response from Surgeries.** The group read through the six responses that had been received in the Host office. Five of the six practises that had responded stated that they did not currently hold policies or procedures specific to patients with Autism. The remaining response had sent through a copy of the current policy they hold. The group decided a follow up letter should be sent to the practises that had not yet responded with a deadline to reply by 15<sup>th</sup> September 2010. The follow up letter was dictated to the Host during the meeting. The letter is aimed to encourage practises to respond even if Policies are not currently held. The group also discussed the non response from the Doncaster Royal Infirmary Central Admissions Department and it was decided a follow up letter re-requesting the information be sent.
- **Action: Host to send the follow up letter to the remaining surgeries that had not responded by Friday 20<sup>th</sup> August 2010. A separate follow up letter to be sent to the Doncaster Royal Infirmary Central Admissions Department requesting any Policies and Procedures surrounding admissions for patients with Autism.**
- **Item 5 Next course of action:** The group agreed once the follow up letter had been sent and any further responses were received the group would discuss compiling a standard Policy and Procedure around Autism and issuing out to the surgeries that currently did not hold one. It was

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mentioned by the Chair that the group could invite the surgeries that had responded and ask if they would like to contribute towards putting the Policy together.

- **Item 7 Date of next meeting.** The next meeting Friday 17<sup>th</sup> September 2010 at DBIC from 9.30am.

**Minutes prepared and submitted by:**

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