

DONCASTER LINK – DISCHARGE GROUP – MEETING SUMMARY

Date:
4th March 2010

Time:
2pm

Venue:
Doncaster Business Innovation Centre

Attendees:
Rita Holdsworth
Dorothy Head
Donna Cibor (Host)

Margaret Marrison
Paul Morton

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.

Final draft of the introduction was agreed and enclosed

- **Item 4 on the Agenda – Report Preparation.**

The group discussed the findings of all reports submitted and agreed the major points for inclusion in the report.

Action: Rita and Dot to work on first draft of the report.
All sub group members are requested to study this draft and make a note of all amendments of the report for the next meeting.

Action: Once the draft has been prepared, the host to compile and circulate to all members.

- **Item 8 on the Agenda – Next Discharge Procedure Group Meeting:**
It was agreed the next meeting would be held on **Wednesday 17th March 2010 from 1.30pm to 3.30pm** at the Doncaster Business Innovation Centre.

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It was also agreed that the meeting that was planned for Wednesday 10th March 2010 from 10am at the Doncaster Business Innovation Centre would be cancelled.

- **Item 9 on the Agenda – Close.** The meeting closed at 3.30pm.

Minutes submitted by:

Donna Cibor

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