DONCASTER LINk – DISCHARGE GROUP – MEETING SUMMARY

Date:
17th March 2010

Time:
1.30pm

Venue:
Doncaster Business Innovation Centre

Attendees:
Rita Holdsworth
Kay Kirk
Jan Higgins (Host)
Margaret Marrison
Donna Cibor (Host)

Apologies:
Paul Morton, Marie Lane and Dorothy Head

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 04/03/10.** All agreed the notes were correct with no amendments.
- **Item 4 on the Agenda – Discuss Report Draft and Amendments.** The group discussed and agreed the contents of the report.

  Action: The Host to make amendments and send a draft copy to all Hospital Discharge Group members by Friday 19th March 2010.

- **Item 5 on the Agenda – Review/Update Action Plan.** Ran out of time.
- **Item 6 on the Agenda – Any Other Business.** None
- **Item 7 on the Agenda – Next Discharge Procedure Group Meeting:** It was agreed the next meeting would be held on Wednesday 24th March 2010 from 2pm at the Doncaster Business Innovation Centre.
- **Item 8 on the Agenda – Close.** The meeting closed at 3.15pm.

Minutes submitted by: Jan Higgins

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