

DONCASTER LINK – DISCHARGE GROUP – MEETING SUMMARY

Date: 24th March 2010 **Time:** 1.30pm **Venue:** DBIC

Attendees:

Margaret Marrison Paul Morton Kay Kirk
Rita Holdsworth Marie Lane Donna Cibor Jan Higgins

Apologies:

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 – Minutes from 17/03/10.** All agreed the notes were correct with no amendments.
- **Item 4 – Discuss Report Draft and Amendments.** The group discussed and agreed the contents of the third draft report.

Action: Rita Holdsworth to inform the Host what PRN is an abbreviation of (page 5 of the report). The entire group to work on the Introduction (except Rita Holdsworth who will work on the conclusions) ready for the next meeting. The Host to amend the report, include recommendations and send a copy of the third draft to all Hospital Discharge Group members.

- **Item 5 – Review/Update Action Plan.** All agreed to the changes to be made to the Action Plan.

Action: Host to update and distribute to Hospital Discharge Group members.

- **Item 6 – Any Other Business.** None
- **Item 7 – Next Discharge Procedure Group Meeting:**
It was agreed the next meeting would be held on Thursday 8th April 2010 from 10am at the Doncaster Business Innovation Centre.
- **Item 8 – Close.** The meeting closed at 3.30pm.

Minutes submitted by:

Jan Higgins

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