

DONCASTER LINK – DISCHARGE GROUP – MEETING SUMMARY

Date:

5 November 2010

Time:

1.30pm

Venue:

DBIC

Attendees:

Dorothy Head, Paul Morton, Dorothy Head, Margaret Marrison, Kay Kirk, Sarah Stovin (Matron), Noreen Wilkinson (Queries Coordinator Social Care Assessment) and Donna Cibor (Host).

Apologies:

Rita Holdsworth

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

Opening: The meeting opened with Dorothy Head welcoming all and introductions were made.

- **Item 3 – Minutes from 05/10/10.** It was noted the date on page 2 needed to be changed from 6th November to 6th October.
- **Action:** Host to amend
- **Item 4 – Discussion with Sarah Stoving, Matron–** Sarah was welcomed by the group and introduced herself. Sarah started by stating the recommendations that were made in the Discharge report had not come as a surprise and the trust were aware of the issues the report had identified. The group then went through each of the proposed recommendations in the report and asked Sarah if the recommendations had been implemented.

1 *All patients needing after care in the community to be given a written “**After Care Package**” containing the following:*

- **Telephone numbers of relevant contacts**
- **A copy of letter from hospital to their GP**

Sarah stated at the present time a generic ‘After Care Package’ is not in use.

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Sarah informed the group that patients discharged under the Community Liaison Team were issued a 'Discharge Summary' which is faxed to their GP within a 24 hour period and a copy kept on the relevant hospital ward. However, as a generic 'After Care Package' is not in place not all GP's of discharged patients receive a copy of the letter.

- 2 Patients to be asked to show their copy of the hospital letter to the GP to the Community Nurses and other service providers attending.*

Only applies to patients who receive a 'Discharge Summary'.

- 3 All medication for patients awaiting discharge from hospital to be available within the Government guidelines of 4 hours.*

In answer to recommendation 3 of the survey report, Sarah stated the hospital pharmacies guideline is to have prescriptions dispensed within 3 hours of receipt.

- 4 Training to be given to hospital staff to develop communication skills in explaining the purpose, changes and side effects of medication, especially aimed towards the 18-39 and 70+ year olds.*

Sarah informed the group that at the present time all new starters received medicine management training.

- 5 Medication which is no longer prescribed to be withdrawn.*

The above recommendation at present has not been carried out.

- 6 Relevant patient and carers to be informed of the NOMAD system.*

Informed by Sarah the Nomad system is not implemented at the present time.

Discussions with Sarah Stovin were concluded. Dot Head thanked Sarah for attending the meeting.

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- **Item 5 – Discussion with Noreen Wilkinson, Queries Coordinator Social Care Assessment.** Dot Head introduced Noreen Wilkinson to the group. Noreen addressed the recommendations that were relevant to social services as below:

7 *All patients needing continuing care in the community to have the following:*

- **An on-going review of their after care**
- **A formal review within 3 months of discharge**
- **Thereafter review every 6 months**
- **Reviews to be provided on request of patients**

There was not enough staff capacity to carry this out and financial restrictions would not allow.

- **Item 6 – Next Course of Action.** The group agreed to invite Sarah Stovin and Noreen Wilkinson to future discharge meeting (date to be agreed).
- **Item 7 – Any Other Business.** None
- **Item 8 – Next Discharge Procedure Group Meeting.** Next meeting to take place on Wednesday 24th November 2010 from 1pm to 3pm at the Doncaster Business Innovation Centre.

Minutes submitted by:

Donna Cibor

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