



Healthcare Professionals Forum (HPF)

Minutes of the meeting held on Friday 3rd December 2021 via Microsoft Teams

Present:		
Gareth Evans	GE	Therapy Services Representative (Chair)
Ian Douglas	ID	Dental Advisory
Fiona Giraud	FG	Midwifery and Women's Services Representative
Susan Murphy	SM	Hospital and Primary Care Pharmacy
Manon Haf	MH	Optometry Advisory
Jane Wild	JW	Healthcare Science Advisory
Dr Jay Nankani	JN	Primary Care and Community Medical Representative
Dr Chris Thorpe	CT	Specialist and Secondary Care Representative (Part meeting)
In Attendance:		
Mark Polin	MP	Chair, BCUHB
Jo Whitehead	JWh	CEO, BCUHB
Neil Windsor	NW	Deputy Director of Transformation & Head of Clinical Pathways
Simon Evans-Evans	SEE	Interim Director of Governance
Rona Newton	RN	PA to Executive Director Therapies and HCS – for minutes
H21/36 Welcome, Introductions and Apologies		
<p>H21/36.01 The Chair opened the meeting and welcomed those present. The Chair wished to extend a very warm welcome to Mark Polin, Chair BCUHB and thanked him for joining us at HPF. MP wished to express the confidence that the Board has in Jo Whitehead, CEO and her team of Executives moving forwards and the direction the organisation is heading. MP noted that there has been positive feedback in particular with regards to the Living Healthy and Staying Well long term strategy, the Annual Plan and Stronger Together projects, staff engagement, support of Welsh Government and partnerships with local authorities. MP also wished to thank the HPF members for their very helpful feedback given on the Integrated Medium Term Plan (IMTP) at the HPF Workshop, which took place on 23 November 2021, kindly led by the Planning Team.</p> <p>The HPF members made their introductions for the benefit of the guest presenters.</p>		
<p>H21/36.02 Apologies received: Adrian Thomas, Executive Director of Therapies and Healthcare Sciences (Lead) John Speed, Community Pharmacy Advisory Mandy Jones, Nursing Advisory</p>		

H21/37 Annual CEO Update – Jo Whitehead, CEO

The Chair welcomed Jo Whitehead (JWh) for the first time since being in post to the HPF, and expressed gratitude for joining the Forum to present the Annual CEO update.

JWh acknowledged the enormous effort by all who have continued to provide services to the people of North Wales during the past 18 months of pandemic to continue to save lives and reduce the impact of Covid with flexibility, commitment and dedication.

The CEO's Annual report noted the achievements for 2020/21, and went on to outline the current priorities which highlighted the emphasis on the following:

- Priorities and services priorities for 2021/22
- Mental Health and CAMHS
- Urgent “unscheduled” care
- BCUHB Care Pathways
- Targeted Intervention
- Transformation for improvement
- Living Healthier Staying Well
- Clinical Services Strategy
- Clinical Strategy Principles
- Involvement and Engagement

The Chair thanked the CEO very much for her time and presentation. Due to previous diary commitments, there was limited time for questions; however, the Chair offered to forward any further questions the Forum members had to the CEO, or to offer a follow up invitation to the next HPF meeting.

[Jo Whitehead and Mark Polin left the meeting]

H21/38 Declarations of Interest

H21/37.01 No declarations of interest were made.

H21/39 Draft minutes of the meeting held on Friday 3rd September 2021 – for approval.

H21/39.01. The Forum members accepted the minutes of the meeting held on 3rd September 2021 as an accurate record of the meeting.

H21/40 Matters arising and summary action log

H21/40.01 Updates were provided for incorporation into the summary action log.

H21/41 Transformation and Improvement – Neil Windsor, Deputy Director Transformation and Improvement.

The Chair welcomed Neil Windsor (NW) and the members of the Forum in attendance

introduced themselves.

NW shared presentation slides outlining the values, vision and functions of the Transformation and Improvement programmes; highlighting progress to date, key accountabilities, the main chapters of BCUHB's transformational journey, and a summary of feedback and next steps. A question and answer session followed the presentation.

The Chair thanked NW very much for joining the Forum and for the informative presentation, which is of particular interest to all the Forum members as clinicians; and the Forum will look forward to hearing about the progress of the programme.

[Neil Windsor left the meeting]

H21/42 Targeted Improvement (TI) Evidence and Outcomes Groups – Update – Simon Evans-Evans, Interim Director of Governance.

The Chair welcomed Simon Evans-Evans (SEE) to present an update on Targeted Improvement. The bilingual presentation slides shared with the Forum members prior to the meeting, highlighted the following:

- Reflection on the first six months: learning, impact, connectivity, Board involvement and allocation of funding
- Progress against each domain: Strategy Planning and Performance examples; Engagement examples; All Ages Mental Health examples; Leadership examples and next steps for each domain
- Self-assessment: summary
- Risks to delivery

A question and answer session ensued.

The Chair thanked SEE very much for his time at the meeting and for the informative presentation. The Chair confirmed that the HPF cycle of business has been amended to receive twice-yearly updates in addition to the HPF member representation at the TI Evidence and TI Outcomes Groups who will also feedback into the HPF meetings.

[Simon Evans-Evans left the meeting]

H21/43 Chair's and members written updates

H21/43.1 HPF Member Summary Report - Chair and Therapy Services

Members received the Therapy Services / HPF as Associate Board Member written summary for information from Gareth Evans and noted the following:

Good News to Share:

1. We have recently appointed five new Consultant Therapists to the Health Board. Three of the posts, one in each Area, are part of the investment into stroke

rehabilitation services and the development of integrated community stroke rehabilitation teams through early supported discharge and/or community rehabilitation beds. The remaining two posts are in frailty rehabilitation, both of which are in the East area.

2. Involvement with the lead partner at Glyndwr University for the commencement of two new undergraduate programmes in North Wales in Nutrition and Dietetics and Speech and Language Therapy from September 2022 are underway. This provides a significant step forward for future workforce planning for the region for these two professions, the Speech and Language programme will have both an English and Welsh track.

Key Issues for Attention of HPF:

As Chair of HPF I have attended the following:

1. QSE Committee on the 07/09/2021
2. Health Board Development on the 22/09/2021
3. Health Board on the 23/09/2021
4. Health Board workshop on the 30/09/2021
5. Health Board workshop on the 07/10/2021
6. Health Board meeting on the 18/10/2021
7. Health Board and CHC joint Board meeting 21/10/2021
8. QSE Committee on the 02/11/2021

The key focus of Board's attention throughout this period has remained its ongoing response to the Covid 19 pandemic and its plan for 2021 and beyond. The new Board Development programme supported by the Kings Fund continues. A set of 'we' statements are being produced by Board members to support work on values and behaviours.

Updates and topics worthy of particular note from the Board meetings and workshops have been:

- The targeted intervention improvement framework
- Development of the IMTP for 2022-2025
- Living Healthier, Staying Well refresh
- Vascular services
- Future of residential accommodation
- Adult and Older Persons mental health YGC Outline Business Case
- Outsourcing for Ophthalmology

- Future of Residential accommodation
- Transformation and Improvement update
- Emergency Department workforce business case

H21/43.2 HPF Member Summary Report – Dentistry

Members received the Dentistry Member written summary for information from Ian Douglas and noted the following:

Good News to Share:

The Dental Academy has been given the go ahead and engagement with the successful bidder can now progress.

BCUHB is putting in place a support scheme for primary care dentists to improve their maxillo facial skills with a view to reducing referrals into secondary care

Key Issues for Attention of HPF:

The upcoming HB restructure.

ALL stakeholder groups within BCUHB dental wish the dental services to remain as one group across N Wales and not be split into 3 areas. Dentistry did not fare well when this last occurred and inequities were significant across the patch.

H21/43.3 HPF Member Summary Report - Healthcare Science (HCS)

Members received the Healthcare Science Member written summary for information from Jane Wild and noted the following:

Good News to Share:

The Allied Health Professionals and Healthcare Scientists 'All Wales' Conference & Awards 2021 A Healthier Wales: Moving forward together events are taking place virtually on 25th (conf) & 26th (awards) November 2021.

The Welsh Allied Health Professions Committee (WAHPC) and the Welsh Scientific Advisory Committee (WSAC) are organising this event which will provide an opportunity to recognise and celebrate the important and innovative work of the allied health and healthcare science professions across Wales. It is anticipated that abstracts and nominations will be submitted from BCUHB.

BCU has a number of presentations from HCS on the conference programme:

- Cochlear Implants: remote care during covid-19 and beyond
- Audiology in PC

And has a shortlisted HCS scheme in the awards:

- Hepatitis C rapid testing and treatment among the homeless population in Wrexham and Flintshire in the category for improving public health outcomes

Key Issues for Attention of HPF:

Consultant Clinical Scientist paper consultation closed 18th November 2021.

The paper has been written by the Wales Healthcare Science Network and similar WG guidance documents have been published for Consultants in medicine, dentistry and public health, and nursing, midwifery and allied health professions.

The paper: *describes the role, recruitment and education, training and attainment requirements for the role of a Consultant Clinical Scientist in NHS Wales. The paper is intended to support the development of health science services where Consultant Clinical Scientists can play a key leadership role in multi - professional service provision and transformation.*

DRAFT Consultant Clinical Scientists in NHS Wales Information and guidance on the role, recruitment, training and development of Consultant Clinical Scientists in Wales. October 2021.

H21/43.4 HPF Member Summary Report – Nursing

Members received the Nursing Member written summary for information from Mandy Jones and noted the following:

Good News to Share:

RCN Nurse of the Year Awards 2021, Advanced and Specialist Nursing Category - Nia Broughton.

BCU Detection Rate for SGA Babies is above the GAP user average for Q2.

Welsh Nursing Clinical Records Project progressing.

Rachel Gerrard, Associate Director of Infection Prevention and Decontamination has started her post.

Key Issues for Attention of HPF:

Nurse Staffing Act Wales Reporting – bi annual nurse staffing calculations report presented to QSE October due to present to Board in November.

General Fatigue amongst the workforce, anxiety regarding unscheduled care challenges and impending winter demand.

H21/43.5 HPF Member Summary Report – Optometry

Members received the Optometry Member written summary for information from Manon Haf and noted the following:

Good News to Share:

- Covid Recovery Bid monies approved (non recurring) to develop new pathways between primary and secondary care, to include non-medic data gathering clinics, evening IVT clinics, IOP data gathering in primary care, with potential additions of updated data gathering by primary care optometrists to support validation of >52 week waiters.
- Cataract Outsourcing agreement signed off – 400 Cataracts and 70 YAG patents to be seen per month at St Catherine's Birkenhead. Need clarification of post op pathway in primary care.

- Regional Treatment Centres in discussion, aim to be up and running in 18months. This will significantly reduce cataract backlog.
- Hoping to set up an IPOS (Independent Prescribing Optometry Service) in Wrexham Central Cluster area as a pilot. This will then reduce pressures on Eye Casualty for certain conditions
- Primary Care ODTC's continue to be utilised with more patients being referred to these centres. Possible discussions re expanding sites (however tendering process may discourage some practices)
- Welsh Optometric Committee (WOC) is hosting an event Optometry Delivering a Healthier Wales: Supporting the First Steps of Change on 7/12/21. All Chairs of Eye Care Group have been invited as well as other stakeholder groups. Optometry: Delivering a Healthier Wales was launched 20/10/21 <https://gov.wales/optometry-delivering-healthier-wales-2021-2031> that presents WOC's vision for innovative and ambitious ways of working in this Covid recovery period.
- Successful BP pilot undertaken in Central and South Denbighshire Cluster involving a local GP practice in Corwen as part of BHF project. Optometrists regularly see signs that may indicate systemic hypertension and have to refer patients for investigation. This pilot involved clinic BP measurement and loaning of BP monitors if 7 day monitoring required.

Key Issues for Attention of HPF:

- Cataract Waiting Lists - Currently patients in YG being told that they are no cataract clinics running and they will have to wait 3 years+, some of these patients are categorised RED (vision poor enough to be registered as blind). Steps taken to address miss-communication issues. Outsourcing agreement to help with backlog.
- Due to outsourcing patents have to travel out of the area for treatment. Communication re hospital transport needs to be clearer (pan-Wales request from RNIB)
- Communication – Clarity is required of how BCU communicate new pathways to optometrists and optometric practice. Concerns re lack of EHEW services in Flintshire area on-going, more practices closing
- Workforce issues ongoing
 - No Clinical Lead in Ophthalmology in Secondary Care.
 - No Optometric Advisor in BCU. Some changes to job description increasing from 2 days to 3 days, job share to be considered. Delays in advertising post.
 - Problems filling clinician posts
 - No Architect or deputy architect for Eye Care Digitisation Programme – recruiting for post again.

There are also delays on e-referral at All Wales level.

H21/43.6 HPF Member Summary Report - Pharmacy and Medicines Management

Members received the Pharmacy and Medicines Management written summary for information from Susan Murphy and noted the following:

Member area update

- Replacement of pharmacy stock control and labelling system (EDS) with the implementation of the WellSky system is on track for completion in November 2021. The team are working to rationalise and align the five individual systems to align to one system for BCU. This is a key project that will modernise our pharmacy system and financial monitoring of costs.
- Recruitment/Staffing levels. Staffing levels continue at Amber status. Significant recruitment challenges for pharmacy posts currently. A program is in development
- World Antibiotic Awareness Week (WAAW) is happening 18/24 November 2021. The campaign will be focused in Community Pharmacies. Patients will receive an antibiotic counselling sheet that provides a summary of common side effects, cautions and major interactions, and safety of use in pregnancy and breastfeeding of the most commonly used antibiotics.

Good News to Share:

- National Pharmacy technician day was celebrated across BCU this month acknowledging their support and contribution throughout the year.
- Pharmacist Emily Rose based in Wrexham Maelor, has won the Digital Impact category at the MediWales Awards with their Emergency department AKI project.
- Amber O'Brien, Lead Prison Pharmacist HMP Berwyn, has been involved in an improvement work around safety prescribing indicators in prisons that has been published in the British Journal of Clinical Pharmacology. This examines the prevalence of potentially hazardous prescribing in the prison setting using prescribing safety indicators (PSIs) and explores their implementation and use in practice. [Implementing prescribing safety indicators in prisons: A mixed methods study - Abuzour - - British Journal of Clinical Pharmacology - Wiley Online Library](#)
- The pharmacy and harm reduction team led a hepatitis C rapid test and treat project in Wrexham. The project has been shortlisted for "improving public health outcomes" in the Advancing Healthcare Awards Wales 2021. The project used point of care testing with Hepatitis C viral load results being available with an hour. 32 patients with hepatitis C, were successfully treated in the community, the majority of patients being homeless would not have been treated via traditional secondary care pathways. As a result of the success of the project, the health board have provided interim funding for the project to continue in Wrexham and it has been extended to Flintshire, Conwy and Denbighshire. The aim is to write a long-term business case for this treatment pathway to be funded across all areas in BCUHB from April 2022.

Key Issues for Attention of HPF:

Nil

H21/43.7 HPF Member Summary Report - Midwifery and Women's Services

Members received the Midwifery written summary for information from Fiona Giraud and noted the following:

Good news to share:

Health and Social Care Committee Report: Safety of Maternity Services in England (September 2021 calls for:

- Maternity Safety
- Continuity of Carer
- Personalised Care
- Safe Staffing

Focusing on the 'Safe Staffing' element the appointed Expert Panel asks that maternity provider are staffed with the appropriate numbers and mix of clinical professionals to deliver the quality of care in keeping patients safe from avoidable harm. As part of this, there will be an assessment of midwifery and obstetric workforce levels. The assessment will also consider the time healthcare professionals need to participate in annual multidisciplinary training, assess any variation in training and competency assessments to ensure that the training addresses significant areas of harm.

In response to this report and recommendations Welsh Government has issued an Outline Programme Proposal to establish the case for a national Maternity and Neonatal Safety Improvement Programme for Wales (Maternal SIP Wales) which will ensure that we have clear and consistent improved approaches to maternity and neonatal safety within all services in Wales. This will include developing a Workforce Acuity Model for Wales, which will include the results of a commissioned Birthrate Plus methodology review and the RCOG's obstetric workforce acuity tool, currently under development, to ensure safe staffing for maternity services in Wales.

Revisions of the Midwives Exemptions

Under Midwife Exemptions midwives may administer or supply medication to women under their care without the need for a prescription.

Midwives are distinct from prescribing, which requires the involvement of a pharmacist in the dare or supply of specific medicines. Exemptions also differ from the arrangements for patient group directives (PGDs) as the latter must comply with specific legal criteria, be signed by a doctor or dentist and a pharmacist and authorised by an appropriate body.

The list of medication that a Midwife can administer or supply under these exemptions are currently under review and entering a wider consultation prior to seeking amendment to the relevant legislation.

All Wales Summary of NMC Standards for Student Supervisors and Assessment (SSSA) roles and education requirements from Midwives

This document has been drafted to provide clarity of SSSA roles and education requirements going forward in preparation for the implementation of a revised Midwifery Programme in Wales, against the NMC Future Midwife Standards. The local Future Midwife Education Programme will be subject to a formal NMC review and approval on 29th November 2021.

<p>Key Issues for attention to HPF:</p> <p><u>BCUHB Preferred Operating Model (3-11-21)</u></p> <p>The Midwifery profession supported by RCM Wales welcome the decision made by the Health Board to retain Women’s Services as a Pan North Wales managed service. The decision to retain the service in this state acknowledges all the leaning from a Service having been in Special Measures and the recommendations made in several high profile Reviews of Maternity Services within the UK. The decision also acknowledges consequential efforts and investment made to improve patient safety, user engagement, access to equitable and effective services and the actual contributions that the current model made in removing services from measures and the sustained success.</p>	
<p>H21/43.8 HPF Member Summary Report – Primary and Community Care</p> <p>Members received a verbal summary for information from Dr Jay Nankani and noted the following:</p> <ul style="list-style-type: none"> • Workload remains extremely high within Primary care • Access is now slowly moving from video and telephone consultations to face to face consultations • Communication between Secondary and Primary care issue continues to be in progress with regular discussion via the Area Medical Advisory Groups. <p>[JN left the meeting]</p>	
<p>H21/44 Items to be received for information:</p> <p>H21/44.1 Minutes of the Quality, Safety and Experience Committee held on 6th July 2021</p> <p>The minutes were received and noted.</p>	
<p>H21/44 Items to be received for information:</p> <p>H21/44.2 Minutes of the Quality, Safety and Experience Committee held on 7th September 2021</p> <p>The minutes were received and noted.</p>	
<p>H21/44.3 Membership Tenure</p> <p>Following a discussion with Adrian Thomas Exec Lead for HPF, the Chair wished to note membership tenure expiry for next year:</p> <ul style="list-style-type: none"> • One member’s final tenure ends May 2022 • Three member’s first tenure end/renewal to second tenure due December 2022 	
<p>H21/44.4 We Statements</p>	

<p>The Chair wished to bring to the attention of the members of the Forum an exercise that has been facilitated by the King's Fund during Health Board Development sessions. "We Statements" are linked to our values as an organisation and behaviours as senior leaders. The Chair and CEO have jointly agreed their "We Statements" and shared with the Board. Independent Members and Executive members have produced further "We Statements" of their own.</p> <p>A question was raised by one of the members as to whether a similar professional development session would be useful to the HPF members; the Chair suggested an item agenda for discussion at a future meeting.</p>	GE/AT
<p>H21/45 Annual Review of Terms of Reference and Cycle of Business for HPF</p> <p>The Terms of Reference is determined by Welsh Government, and therefore cannot be changed; however, for accuracy, the Board need to be informed that on page 2, under the Membership Section, the National Group - Welsh Therapies Advisory Committee is now named the Welsh Allied Health Professionals Committee.</p> <p>The Cycle of Business has been updated to reflect the current priorities, key strategies and planning, however the Chair emphasised that it is a dynamic and fluid document that has scope and flexibility for a more specific approach, should the Forum members request a particular issue to be discussed.</p>	GE
<p>H21/46 Process for the Election of new HPF Chair</p> <p>The Chair noted that his term of office as Chair ends in April 2022, therefore the March HPF meeting will be the last meeting as Chair. The process to elect a new Chair will commence in the New Year following the return to office of the Exec Lead.</p>	AT
<p>H21/47 Summary of information to be included in Chair's report to the Board</p> <ul style="list-style-type: none"> • The Forum received an annual update from the CEO and supports the priorities highlighted for the coming year. The HPF committed to continue to provide its advice to the Board on many of the core priorities such as the clinical strategy, the targeted improvement framework and the transformation programme during its latest cycle of business. • The Forum welcomed the vision for the organisational approach to Transformation and Improvement (T&I) and supports the plan to unify a single view of T&I across the Health Board. The Forum noted that, whilst the work is still at an early stage, it advises that greater activity is undertaken now to ensure the clinical workforce is embedded in the foundations of the transformation journey. It is suggested that a communication and engagement plan is created to address this. • The Forum is in agreement with the opinion presented that effective prioritisation of T&I efforts is essential in order to do fewer things better. It advised that the prioritisation framework should be validated to ensure reliability and inclusivity to avoid bias in a decision making process. 	
<p>H21/48 Date of next meeting noted as: 4th March 2022 from 9.30am – 12.30pm via Microsoft Teams</p>	