

**Sub group Emergency Department;
National Major Trauma Nursing Group Meeting
28th November 2019
MINUTES**

<u>PRESENT:</u>		
Jill Windle		JW
Sharon Sanderson	Nottingham University Hospital	SS
Ian Gillespie		
Rachel Webster		
Sian Cross		
Zoe Bedford	Leicester Royal Infirmary	
Mark Fores	Nottingham University Hospital	
<u>APOLOGIES RECEIVED:</u>		

SUMMARY OF NEW ACTIONS AGREED			
No.	Action	Person Responsible	Due Date
1.	To email the whole group to ask for departments are using to cover the 8 hrs face to face MT education eg TILS, meetings, M&M, forums, debriefs etc	Jill	March 2020
2.	Sarah has kindly agreed to reformat the competencies once we've decided how we want them to look	Sarah G	ongoing
3.	To look at how to combine both competencies	All	ongoing
4.	To look at the language differences between level 1 & 2	All	ongoing
5.	To develop frailty competencies	All	ongoing
6.	To develop adolescent competencies	All	ongoing
7.	To develop an educational guide	All	ongoing
8.	To send to the group a list of how you deliver the 8 hrs face to face MT training	All	March 2020
9.	To look for duplications & commonalities in the competencies	All	ongoing
10.	To send Sarah G the competencies to reformat when we've completed our review	Jill	ongoing
11.	Rob P to share the draft "model answer booklet" from the adult group	Rob P	March 2020
12.	Bristol to share with the group their band 5 training process	Rachel Webster	March 2020
13.	Share the DONC with the group	Sian	
14.	To allocate actions to members of the group to complete	All	

No.	AGENDA ITEM	ACTION /LEAD
1.	PROCEDURAL ITEMS	
	To Receive Apologies Apologies received are noted above.	JW

2	Welcome & Introduction	
3	MEETING AGENDA	
	<p>Jill did a recap of the previous meeting.</p> <p>We were asked to volunteer/ nominate a chair and vice chair. Ian Gillespie has agreed to be the chair and Sharon Sanderson the vice chair.</p> <p>8 hours face to face training: Jill raised the question how we all deliver the training is delivered- sims, etc? How do we ensure we capture who attends- signing sheets?</p> <p>Leicester give their staff allocated time to attend trauma training. They also use #EM3 resus drill training https://em3.org.uk . They've also bought virtual reality training software</p> <p>Truro- do "Trauma Wednesday" where they do trauma simulations & case discussions</p> <p>Nottingham do red call trauma forums and paed trauma MDT (with trauma team members, paed drs & nurses, health visitors & safeguarding.</p> <p>Edinburgh have cameras fitted in their resus bays to record training sessions & real cases Glasgow has installed them but they are not currently in use. They are used to reflect on cases and are then deleted 2 weeks later</p> <p>Educational standards: Jill raised the question around who can sign these off? Different departments are using different methods.</p> <p>Jill also suggested that we could collate a list for what would be helpful in the competencies and put this in the front.</p> <p>Leicester has one dedicated staff member to oversee this. They keep a record of who has been given the competencies and limited who has access to this database.</p> <p>Bristol use these in nurses appraisals- they have graded their band 5's into 3 groups- 5a, 5b, 5c and they have different lanyards to demonstrate what their level of skills are.</p> <p>Jill informed the group that Manchester did a new TILS pilot built around the level 1 competencies. They also did a fact sheet to give to the candidates before the course which can be accessed online.</p> <p>For clarity- ALL nurses including ACP's must do level 1 & 2</p> <p>PILS- discussion had around PILS- Mark Fores suggested putting in a HEE bid to develop this course. We asked if the paed group are looking to develop a paed trauma course?</p> <p>Moving forward Sharon S suggested that we split each piece of work between the group as there are a lot of actions to cover- this was not finalized at this meeting.</p> <p>Band 7 cover: there was a discussion around band 7 cover- again every department is doing this differently- some band 7's just in charge, some clinical</p>	
3.	ANY OTHER BUSINESS	
	None.	
	DATE AND TIME OF NEXT MEETING	

	<p>The next meeting will be held on Venue: Plough & Harrow Hotel, Hagley Rd, Birmingham B16 8LS Timing: 10:00</p>	
	<p>DEADLINE FOR SUBMISSION OF AGENDA ITEMS</p> <p>Please submit any agenda items for the next meeting to Rob Pinate three weeks prior to the meeting.</p> <p>Please contact Rob if you would like further information or about being a part of the group.</p> <p>The National Major Trauma Nursing Group can be found at: www.nmtng.co.uk</p>	