

**Sub group Critical Care;
National Major Trauma Nursing Group Meeting**
Friday 8th September 2017 11:00 Birmingham
MINUTES



PRESENT:		
Nicola Ashby	University of Nottingham and RCN Critical Care & Inflight Nurse Forum.	NA
Karen Berry	Greater Manchester Critical Care & Major Trauma Network.	KB
Angela Morgan (Chair of the Critical Care sub group)	Imperial NHS Trust Lead Educator Critical Care.	AM
Dawn Moss (Vice chair and secretary)	UHNM NHS Trust Lead Educator Critical Care.	DM
APOLOGIES RECEIVED:		
Sam Cook	Critical Care Skills Institute Manager. & Chair National Critical Care Nurse Education review Forum. Chair of CC3N	SC
Julie Platten	Critical Care Network Manager, North of England Networks	JP
Sharon Sanderson	Major Trauma Case Manager, Nottingham University Hospital	SS
Dean Whiting	ANP in Trauma & Critical Care, Stoke Mandeville Hospital	DW
Ann-Marie Heath	Lead Sister for Outreach at Royal Stoke, University Hospital North Midlands (UHNM)	AMH
Angela Himsworth	Midlands Critical Care Networks	AH
Maureen Issott	North Yorkshire & Humber Adult Critical Care and Major Trauma ODN	MI

SUMMARY OF NEW ACTIONS AGREED

No.	Action	Person Responsible	Due Date
1.	Letter completed for CRG and send back to Rob Pinate.	Angela Morgan	6 Oct 2017
2.	Competencies finalisation; with the adding of logos and front cover	Dawn Moss	22 Sept 2017
3.	Vice chair required for Adult Critical Care Sub Group – applications welcome.	All group members to consider	2 Dec 2017
4.	Publicising competencies	All group members	2 Dec 2017
5.	To send for Alliance endorsements after 6 th June 2017	AH	2 Dec 2017
6.	Photo for front cover required from CC3N	AH	22 Sept 2017
7.	Website information; group needs to develop the area on the website for the NMTNG web site which can be found at http://www.nmtng.co.uk	All group members	2 Dec 2017

ONGOING ACTIONS FROM PREVIOUS MEETINGS				
Start date	Issue	Action	Person Responsible	Due Date
May 2017	Development of a TQUINs	All group members to consider what a TQUIN for adult critical care should consider	Group to think about the development of TQUINs for Critical Care	2 Dec 2017
May 2017	Publicising the work of the groups	All group members to publicise the competencies in their location hospitals and networks	All group members	2 Dec 2017 review progress

No.	AGENDA ITEM	ACTION/LEAD
1.	PROCEDURAL ITEMS	
1.1	To Receive Apologies Apologies received are noted above.	AM
1.2	Minutes of the Previous Meeting Minutes from previous meeting were circulated prior to this meeting. No objections/queries were raised. Amendments had been previously made.	AM
2.	MEETING AGENDA	
2.1	Finding a new Chair for the Adult Critical Care Sub Group; DM offered to be considered by the group. AM endorsed this at the meeting as no other members had come forward.	
2.2	Finding a new vice chair for the group was then discussed. If any member of the group would like to be considered for the position please contact AM or DM .	
2.3	The group discussed how we can measure the effectiveness of the competencies in improving nurse knowledge and the impact on patient care. The group considered a questionnaire, no further action taken at present.	
2.4	The group discussed publicity of the Trauma competencies, discussion ensued about different events and publications. AN discussed taking them to the Critical Care Conference in Paris in February 2018. All group members are to participate in the publicity of the competencies. You don't have to have a large stage, a local message is vitally important . If any of you have contact with Journals and wish to write for publication please send a copy to the Chair and Vice-Chair for review before sending to the journal. This ensures we are not making more work for ourselves and ensures we are meeting the NMTNG agenda.	
3.	ANY OTHER BUSINESS	
3.1	No other business discussed	
	DATE AND TIME OF NEXT MEETING The next meeting will be held on 2nd December 2017 . Venue and Timing: TBC	
	DEADLINE FOR SUBMISSION OF AGENDA ITEMS Please submit any agenda items for the next meeting to Dawn Moss at dawnj.moss@uhnm.nhs.uk no later than three weeks before the meeting. Please contact Dawn at dawnj.moss@uhnm.nhs.uk if you would like further information or about being part of the group. The National Major Trauma Nursing Group can be found at www.nmtng.co.uk	

All parties should note that the minutes of the meeting are for record purposes only. Any action required should be noted by the parties concerned during the course of the meeting and action carried out promptly without waiting for the issue of the minutes.