

National Major Trauma Nursing Group

Friday 1st December 2017 - 10am – 4pm
Meeting Room, Crown House
Ground Floor, 123 Hagley Road, Birmingham, B16 8LD

APPROVED MINUTES

Attendance

Andrew Bedford	Senior Charge Nurse, Children's Critical Care	King's College Hospital, London
Andrea Hargreaves	Matron ED – Vice-Chair of the NMTNG	University Hospitals Coventry and Warwickshire
Ann Marie Heath	Outreach Senior Sister	Royal Stoke University Hospital
Angela Morgan	Lead Educator, Critical Care Chair of the Adult Critical Care ward sub group	St Mary's Hospital, Imperial College Healthcare
Caroline Rushmer	Paediatric Major Trauma Specialist Practitioner	Royal Manchester Children's Hospital
Claire Marks	MTCC Lead Deputy Chair of the Trauma Ward Sub Group	Derriford Hospital, Plymouth Hospitals NHS Trust
Donna Brailsford	ED Trauma nurse coordinator & Deputy chair of the Paediatric sub group	Sheffield Children's Hospital
Dawn Moss	CC Lead PDN Deputy Chair of Adult CC Subgroup	Royal Stoke University Hospital
Dr Nichola Ashby	Lead for critical care and major trauma at the University and represent the RCN forum for critical care and in-flight nursing	University of Nottingham, RCN CCIF
Emma Tabenor	Senior Major Trauma Practitioner	University Hospital Southampton
Gabby Lomas	Matron, Emergency Medicine	Salford Royal NHS Trust
Jackie Fulton	Sister, PICU	Oxford University Hospital
Jane Bakker	Senior Staff Nurse, Paediatric ED	Royal Hospital for Children, Glasgow
Jill Windle	Lecture Practitioner in Emergency Nursing	Salford Royal NHS Trust
Julie Wright	Consultant Nurse	Oxford University Hospital
Karen Berry	Trauma Network Nurse Lead	Greater Manchester CC & MT Services
Kerry White	PD Lead for Paediatric CC	Addenbrookes Hospital
Kimberly Hamilton	CSF Support, Paediatric CC	Bristol Royal Hospital for Children
Laura Crowle	Major Trauma Nurse Coordinator	Severn Major Trauma Operational Delivery Network
Lorrie Lawton	Consultant Nurse - Paediatric ED. Chair of the Paediatric sub group	Kings College Hospital, London
Luke Thompson	Major Trauma Coordinator	Salford Royal NHS Trust
Neil Strawbridge	Trauma Nurse Coordinator	Sheffield Teaching Hospitals NHS Foundation Trust
Rebecca Blythe	Lead Major Trauma Nurse Specialist	Leeds Teaching Hospital NHS Trust
Robert Pinate	Consultant Nurse – ED. Chair of the NMTNG	University College London Hospitals
Sarah Swann	Senior Sister, Paediatric ED	West Hertfordshire Hospital Trust
Sean Treacy	Charge Nurse TNP	Kettering General Hospital
Stuart Wildman	Consultant Nurse Major Trauma Chair of the Trauma Ward Sub Group	Salford Royal NHS Trust
Usha Chandra	lecturer/practitioner, Paed CC	St George's University Hospitals NHS Foundation Trust

Apologies:

As received and noted on the register. See also sub-group minutes in appendices

10:00 – 13:00: Concurrent sub group meetings

13:30 – 16:00: Main NMTNG meeting

1. Welcome and Introductions by RP
149 members now registered.
2. Apologies – as above
3. Approval of minutes of previous meeting 8.9.17.
Approved as an accurate record.
 - a. Minutes from sub-groups
Approved by the sub groups.
4. Matters arising – review actions from previous minutes (not on the agenda):
 - Vice-chair position
The group thanked Jill Windle for all input as vice chair and support with the group and the instrumental work she has completed. Welcome for vice chair Andrea Hargreaves.
 - Launch of competencies and next steps:
 - a. Critical Care and Adult Ward: National major trauma and burns CRG approved the Adult Ward competencies and Critical care competencies. These will be uploaded onto the website in the relevant sections and will also feature on the news feed section of the website. Rob raised caution as these competencies are not mandated for implementation but are recommended as they do not form part of the quality indicators yet.
 - b. Paediatric Ward: L1 ward competencies finalised today and for forwarding to the Trauma and Burns CRG with covering letter this week. Will then be for review by the CRG probably early 2018 now.
 - Twitter account:
The NMTNG now has a Twitter feed, NMTNGUK. This will also feature on the NMTNG website. Please share and retweet posts to spread awareness.
5. Concurrent Sub-group meeting feedback:
 - Adult Trauma Ward update:

Delighted competencies have been approved this led to an open discussion on implementation challenges, the group are looking to networks and training and development leads to support with this.

They have drafted content for website to be uploaded.

Guidance to assessors document will be finalised by next meeting all present have taken a section to input into and then there will be reviewed for inter-rater reliability.

The Group raised concern regarding the definition of major trauma ward and multidisciplinary team for optimal patient care delivery, therefore they have drafted a response to NICE trauma quality standard which is open to consultation. This response relates to statement 5. We can as a group respond with feedback this will reflect the concerns regarding TU's. All can respond closing date Tuesday.

- Critical Care group update:

Pleased to note that competencies have been approved.
Group have drafted website piece for next week uploaded to main website.

No quality standard written yet and as there is no TQuIN they are only for recommendations not mandated.

Noted dwindling group. Please spread the word and bring new members
Discussed publication and presentation at conference and how this can spread across critical care community.

Rob questioned whether they can present at Trauma Care UK conference, group to consider and contact Heather Jarman.

CC3N how is it going to be pushed out or rolled out. It won't fulfill a HEI element but will work as an optional add on for units to roll out and educate.

- Paediatric sub-group update:

Ward competencies are completed and ready to be taken to January 2018 CRG. The group have produced 1 set competencies only which covers birth to adolescents, they have put a review date of 2021 on this.

Quality indicator is a challenge as will need to define adolescent care.
Quality indicator for ward is written:

- a. MTC: Care provided by 2 paediatric nurses 2 years qualified 24/7 no banding constraints.
- b. TU: 1 paediatric trained nurse doesn't have to achieve all elements of competencies just what relevant to the area.

Critical care quorum now complete- PICUs educational group exists which presents opportunity to collaborate. Consideration needs to be given to PICU, HDU and adolescent are often placed of adult CC which presents a challenge to provide seamless care and competencies to these patients.

Education:

Ward, there is no Paed module for trauma. Therefore, educational standard is challenging. With a lack of funding and appetite, this has led the group to consider a wide-reaching survey to see whether eLearning of F2F course relevant and how we might achieve competent, with sponsoring. Start with group feedback and then spread to network and wide-reaching. Feedback at next meeting. RP discussed action tracker-

HEE element and Chris Moran and Rob Crouch are going to push forward HEE input from CRG to address gap nationally. Reassuring to note CRG are supportive. If the survey above derives useful information this will be spread for other groups to produce a gap analysis.

ED is covered by APLS educational component.

6. Review of action plan tracker

Updated by RP and will be posted on the website. Discussions included:

1. Continue to update regional trauma networks document on website, please update/review your networks and feedback.
2. CC competencies – **Completed and approved at T&B CRG**
3. Ward competencies – **Completed and approved at T&B CRG**
4. Paediatric ward and CC
 - a. Paed Ward competencies – **Completed**, for forwarding to T&B CRG
 - b. Paeds CC competencies – ongoing, as noted above
5. Paed specific trauma education programme: As noted above in sub-group feedback.
6. TARN- update TARN mandate input for ED nursing component. AH to complete with GL and JW by end Jan 2018.
7. Website and Logo: Logo - this has been challenging, RP contacted company who gave images which unfortunately can't be used for licensing purposes. Currently the Union Jack politically is difficult for NI colleagues therefore we are revisiting this RP has asked a graphic designer to make a logo. Updates to follow aim for March 2018 completion.
8. Endorsements for Emergency Department documents- we are seeking endorsements for RCEM and RCN and NES. Sub groups to consider endorsements for documents
9. HEE representation: Prof. Chris Moran and Prof. Rob Crouch are going to engage with HEE to look at input from CRG to address educational gap nationally.
10. National Education for Scotland (NES): No update
11. Wales and NI education representation: No update
12. Establishment of Peri-Operative sub-group: RP will seek representation and look at initial meeting at next NMTNG on 9th March 2018
13. Rehabilitation sub-group: Aim for March launch of group, there is an appetite for this by rehab nurses/AHP's please can you encourage people in network to join and signpost accordingly. Group agreed Paediatric rehab should remain with the paed subgroup and not with the rehab group.
14. Military sub-group: Aim for launch in quarter 4 2018. LL to signpost accordingly. LL gave an overview on current competency bundle DONC and feedback next meeting
15. Trauma coordinator group: New Action: Group agreed to look at establishing a group March 2018 first meeting.

7. Regional/National updates:

- Scotland – aiming for full adoption.
- Wales – likely to have 1 network although no formal decision made yet for location of MTC.
- Northern Ireland - NI have a network and this has gone live with full adoption.

8. AOB:

- DB: Paeds trauma coordinator role felt that this would sit better with MTC 5+11 group which is a national group to feedback to this group. Discussion to continue next group.
- Peer review for courses to meet ED level 2 complaint:
 - NTACC- new nursing arm for ATCC which is established course and accredited by RCS. Have asked for a review when course runs no for date.
 - TPS course- ETC already compliant if done as full candidate new role is developed as potentially level 2 compliant. 21 Feb 2018 peer review panel to review against our peer review document.
- Trauma care conference- Heather Jarman running a day of NMTNG stream still trying to fill 2 slots, Adult ward to fill one, Paeds to fill one. NMTNG stand to answer and signpost. Joint funding from ATNC/TNCC funded with no advertising. Note Date and book places.
- NHSi ED staffing document – consultation open NMTNG element in the education and leadership section.
- NMTNG venue cost: Group thanked Midlands network for ongoing support, funding food and location. The venue and food provision will cease from March 2018, looking at new venue etc in Birmingham. JW raised suggestion for funding stream for peer review consultation to subsidised running costs. RP will contact National trauma CRG for support and possibility of sponsorship. Also look at possibility that trauma networks rotate funding. All suggestions welcome.
- Endorsement to be done for individual groups/ documents.

Dates of next meetings:

- a. Friday the 9th March 2018

Attached below:

Adult Trauma Ward sub group minutes 1.12.18

Adult Critical Care sub group minutes 1.12.18

Paediatric sub group minutes 1.12.18

Appendix one:

ADULT TRAUMA GROUP

01.12.2017

Attendees:

Julie Wright (minutes)	Thames Valley Trauma Network
Sean Treacy	Kettering General Hospital, Lead Trauma Nurse
Neil Strawbridge	Sheffield Teaching Hospitals
Luke Thompson	Salford Royal NHS Foundation Trust, Nurse Consultant Trauma
Stuart Wildman	Salford Royal NHS Foundation Trust, Nurse Consultant Trauma
Claire Marks	Derriford Hospital, MTCC – lead
Laura Crowle	Southmead Hospital, Major Trauma Practitioner
Emma Tabenor	University Hosp, Southampton, Sr Major Trauma Nurse Practitioner
Becky Blythe	Leeds General Infirmary, Major Trauma Lead, CNS

Welcome Emma, first time in attendance!

Apologies:

Diane Armstrong	Leeds
Jane Roscoe	Sheffield
Louise Wilde	Sheffield
Rachel Webster	Sheffield

1. Meeting minutes 08/09/17
Agreed as accurate
Need assessor's booklet guide – on Agenda for today
2. Ward based competencies:
Update – NMT CRG have agreed competencies
On NMTNG website as of today.
Competencies not currently mandatory ie not QI but best practice - Group encouraged to disseminate widely.
Next stage: Launch then implement
Consider stage 2 competencies – relate to career progression with focus on advanced knowledge: A&P including elements leadership
Aspire to level 3 comps (Advanced Practice Agenda)
3. Open discussion re: training programme related to level 1 computer framework
Challenges: huge project, encourage L&D departments to take ownership (SW)
LC: support of Head & Deputy Chief Nurse to implement
ET: Trauma Wards just open, high turnover staff, 50% vacancy factor. Real challenges
JW: Board support for implementation across Region – especially within TU's
SW: Key to have Snr nursing support given pressure on Educators to implement computers
Computers will provide framework for new appointees
ST: Kettering established Major Trauma Wards – competency still being established within team. SW suggests a SOP to define patient caseload for ward.
LC: Major Trauma Wards at Bristol developing, still some challenges with poly trauma patients having a home
SW: There is a relationship between attitude of senior medical staff and that of nursing

leadership on Major Trauma Wards with reference to system focus e.g. influence from orthopaedic surgeon's results in more orthopaedic focus to major trauma ward

4. Trauma Care Conference April 2018 (15-18)

SW – good time to launch competencies on Nursing Day (16th April)

SW will present or as NMTNG?

- Intro NMTNG
- Development of competencies framework
- Approval process
- Some examples of implementation and challenges
- Be good to have an NMTNG stand to allow further discussion – will discuss at main meeting this afternoon

SW: Implementation – consider use VLE? support NHS Education England

***Action** – discuss with Rob P today

SW: Useful to have a ‘forum’ for discussion.

Whatsapp group: NMTNG – Adult Ward established today

We will add new members as they attend/interact

LC “owner” of Whatsapp group

5. Definition of Major Trauma Ward

SW: Useful to have advisory statement (supported by RO – start with MTC)

***Action** – SW will share SOP for Major Trauma Ward at Salford given NICE guidance.

***Action** – JW how do TIO predict ISS – Whatsapp

6. NMTNG – Website, Adult Ward Group

SW – contacted and asked to provide the following:

Purpose of the group (Adult Ward)

Statement: done! – see Laura C

Agreement of information to be uploaded

D/W RP: not required as TOR cover this together with membership

7. Guidance for assessors – NMTNG Adult Ward Computers

Andrea has established framework

Group agrees that computer document should be broken down into sections and “model” answers for each computer with an example?

Org. aspects – Julie Wright

Airway and Breathing – Sean Treacy - include courses relevant

NIV - “in line with local guidelines” e-learning – Health Education England

Trache - as above

Circulation - Emma Tabenor

Disability - Luke Thompson

Temp control - Claire Marks

TBI - Stuart Wildman

Max-fax - Stuart Wildman

Thoracic - Becky Blythe

Spinal - Julie Wright

Abdo - Neil Strawbridge

MSK - Laura Goule

Pain - Claire Marks

Elderly Trauma - Emma T

Bariatric - Becky B
Pregnant - Julie Wright
Challenging behaviour -Claire M
Wound care - Laura Crowle
Psych impact - Becky Blythe

Email Laura Crowle with drafts 14th February 2018 at VERY latest

8. Extra-ordinary item

Draft response to NICE CRG from Adult Ward NMTNG re: Major Trauma Wards Done!

9. AOB

LC - Can we share information re: courses e.g. TILS etc available – via email/Whatsapp

**Sub group Critical Care;
National Major Trauma Nursing Group Meeting
Friday 1st December 2017 11:00 Birmingham
MINUTES**



<u>PRESENT:</u>		
Dawn Moss (Chair)	UHNM NHS Trust Lead Educator Critical Care.	DM
Karen Berry	Greater Manchester Critical Care & Major Trauma Network.	KB
Angela Morgan (Minute taker)	Imperial NHS Trust Educator Critical Care.	AM
Ann-Marie Heath	Lead Sister for Outreach at Royal Stoke, University Hospital North Midlands (UHNM).	AMH
<u>APOLOGIES RECEIVED:</u>		
Sam Cook		SC
Julie Platten		JP
Sharon Sanderson		SS
Dean Whiting		DW
Nicola Ashby	University of Nottingham and RCN Critical Care & Inflight Nurse Forum	NA
Cary Fox	Cardiff Director of Nursing, Wales.	CF
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
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1.	Draft for "Purpose of the Group" for NMTNG Website	KB	Feb 2018
	NMTNG Website: Need to add Membership list.	DM	Feb 2018
3.	NMTNG Website: Need to link to CC3N Website	KB	Mar 2018
4.	NMTNG Website: Discuss appropriate social media for promotion of Trauma Competencies	DM	Mar 2018
5.	Completion of RCN Endorsement Form	DM	Jan 2018
6.	Promotion of Competencies via BACCN	AM	Jan 2018
7.	Draft promotional 'Advert' for competencies	AMH	Jan 2018
8.	Promotion of Competencies via Nursing Standard	DM/AMH	Jan 2018
9.	Promotion of competencies via Trauma Conference in April	DM	Jan 2018
10.	Expand membership of the critical care Subgroup.	All	Ongoing
11.	Review of Terms of Reference	All	Mar 2018
12.	Read NICE Quality Standards (2017)	All	Mar 2018
13.	Consider future focus of the group for 2018	All	Mar 2018

ONGOING ACTIONS FROM PREVIOUS MEETINGS

Start date	Issue	Action	Person Responsible	Due Date

No.		AGENDA ITEM	ACTION/LEAD
1.		PROCEDURAL ITEMS	
	1.1	To Receive Apologies Apologies received are noted above.	DM/AM
	1.2	Minutes of the Previous Meeting Brief discussion re promotion of the competencies as these will be publically available soon via NMTNG Website and CC3N Website – see Meeting Agenda.	DM/AM

2.		MEETING AGENDA	
	2.1	NMTNG Website: Need to draft 'Purpose of the group'. KB agreed to undertake this.	KB
	2.2	NMTNG Website: Need to add Membership list. DM agreed to undertake this.	DM
	2.3	NMTNG Website: Need to link to CC3N Website. KB agreed to undertake this.	KB
	2.4	NMTNG Website: Discussion re using social media to promote the Critical Care Trauma Competencies. DM agreed to discuss this with RP.	DM
	2.5	Trauma Competencies: Need for RCN Endorsement. DM agreed to complete the RCN Endorsement Form	DM
	2.6	Publication and promotion of Competencies: AM agreed to approach the BACCN and AMH to draft a promotional piece of writing	AM/AMH
	2.7	Publication and promotion of Competencies: DM and AMH agreed to approach the Nursing Standard	DM/AMH
	2.8	Publication and promotion of Competencies: There is a Trauma Care Conference 16 th April. DM agreed to approach the organisers re having a stand at the conference	DM
3.		ANY OTHER BUSINESS	
	3.1	AM has now stood down from being Chair of the Group and DM will be Chair going forward. A vice chair is still being sought.	DM
	3.2	Need to expand the critical care sub group – all to explore networks to expand our membership.	All
	3.3	Terms of Reference – needs revisiting	All
	3.4	Review draft NICE Quality Standards (2017)	All
	3.5	Identify focus of group for the future e.g. Educational standards/TQUINS	All
		DATE AND TIME OF NEXT MEETING The next meeting will be held on 9 th March 2018. Venue: Birmingham Timing: TBC	
		DEADLINE FOR SUBMISSION OF AGENDA ITEMS	

	<p>Please submit any agenda items for the next meeting to Dawn Moss at Dawnj.moss@uhnm.nhs.uk three weeks prior to the meeting.</p> <p>Please contact Dawn at; Dawnj.moss@uhnm.nhs.uk 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>	
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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.

National Major Trauma Nursing Group

Paediatric Sub-Group

1st December 2017

Present:

Lorrie Lawton (Chair) – Kings College Hospital, London (LL)

Donna Brailsford (Vice-Chair) - Sheffield Children Hospital (DB)

Critical care Group:

Jackie Fulton - Oxford Radcliffe Hospital (JF)

Kimberley Hamilton – Bristol Children Hospital (KH)

Andrew Bedford – Kings College Hospital, London (AB)

Kerry White - Addenbrookes Hospital, Cambridge (KW)

U Chandran – Kingston Hospital (UC)

Main Group:

Caroline Rushmer - Royal Manchester Children Hospital (CR)

Jane Bakker - Royal Hospital for Children, Glasgow (JB)

Sarah Swann - Watford General (SS)

Apologies

Charlotte Clay

Carolyn Cunningham

Angela Lee

Jenny Byer

Nicki Robinson

Jo Bartlett

Jennifer Mitchell

10am - 11am Paediatric Critical Care Group

Item		Action
	LL welcomed and thanked the Paediatric Critical Care nurses for attending this morning to discuss the way forward for the Paediatric Trauma Critical Care Competencies	
	<p>KH explained that the PICS Educator group had met and were redeveloping National Competencies for Paediatric Critical care - within these there would be Trauma Competencies that this group should be able to develop with the PICS E Group. LL stated that working collaboratively on these would be best way forward as they would need to integrate with each other and not stand alone.</p> <p>The next meeting for PICS E would be 3rd May 2018- however it was felt that would could progress on the Trauma Competencies prior to this date.</p>	PICE Group reps.
	LL asked if there would need to be differing levels of competencies for HDU and PICU staff - as some units are stand-alone units and others are co-located. The Critical Care group commented that this is something that would probably need to be developed -. And this could be incorporated within the competencies.	
	LL also mentioned regarding Adolescents being cared for on Adult ITU and is this something that we would have to take into consideration and that there would need to be some cross-over work with the Adult Critical Care group. LL stated there needs to be at some point, a definition of 'adolescent' - currently the group were reluctant to give an age range for this.	
	LL will ask the Adult Critical Care Chair if we could circulate a copy of the adult competencies to the Critical Care Paediatric Sub-Group. This will enable the group to have a bench-mark on which to develop their competencies.	LL
	KH agreed to be the link person to start to develop these competencies and that by March 2018 meeting there will be some progress to discuss.	KH

Main Group Meeting 11am-12.30

Item		Action
1.	Minutes from last meeting checked and signed accurate	
2.	No matters arising	
3.	Ward competencies - LL stated that these were now completed and will be sent to Rob Pinate (Chair) with a covering letter next week. LL thanked everyone for their hard work and it is progress in the develop of Paediatric Trauma Ward nursing.	LL

	<p>LL mentioned that these should be a review date to ensure that the competencies were relevant and that the team had not missed something. It was agreed December 2021</p> <p>The Standard had been drafted and added to the covering letter</p>	<p>LL</p> <p>LL - to draft & circulate</p>
4.	<p>Education – DB stated that she had attended the Royal London Hospital Paediatric Ward Competences training - which was based upon the currently unpublished competences.</p> <p>DB - felt that the course focused too much on the ED aspect rather than the ongoing care of the trauma child, for example the application of traction rather than the on-going care of traction.</p> <p>DB - suggested developing a 'Survey Monkey' questionnaire that would be sent out to educators asking what they would like within a course. It was discussed that this needs to be short and focused questions.</p>	<p>DB - draft some quns & circulate for comments</p>
5,	<p>AOB</p> <p>Date for CAT course in Sheffield 6th-7th March £175 please visit website for further details Next dates are 6th-7th November - however DB will check</p> <p>Date for diary - 16th April 2018 National Trauma Conference in Stafford. Suggested that one session could explain the Paediatric ED, Ward and Critical Care Competences. Also suggested that there needs to be a stand in the Foyer to Nurses could ask questions. Generally agreed in the room.</p>	

Next meeting 9th March 2018

10am-11am Critical Care Group

11am onward Main Paediatric Sub Group