



Minutes of the meeting held on 13th April 2011 Warwick

Present:

Alex Winterbone

Krys Jarvis

Sarah Sherwood

Peter Gage

Alan Moore

Tania Tulloch

Nila Panchal

Claire Watt

Brian Smith

Elaine Coope

Julie Croysdale

Henry Lumley

Graeme Johnston

Jacqui Twomey

Caroline Desjardins

Julia Cunningham

Janine Eagle

Suffolk

Shropshire

Bedfordshire

Essex

Manchester

North Yorkshire

Doncaster

Horsham

Northern

Airedale

Leicester

Bristol

Dudley

N & NE Lincs

Leicester

Whizz Kidz

Manchester

In Attendance

Rebecca Molyneux

DoH

Apologies

Jane Walker

Kath Griffiths

Sue Cobby

Alison Ravenscroft

Julia Mannering

Samantha Sterling

Jan Smith

Barbara Hatton

Sarah Howarth

Cathy Ryan

Gloucester

Crewe

East Sussex

Wales

Leeds

Newcastle

Wigan

Nottingham

Introductions

Minutes of the meeting on 18th January were agreed

Matters Arising

Peter is proposing to stand down at the AGM after lunch he outlined the jobs that the Chairman does:

- Be willing & able to attend meetings (around the country) to represent the Forum
- Readily accept responsibility for ensuring NWMF representation at meetings, either by delegation or self -attendance.
- Be able to fund through their own department budget their own travel & accommodation costs.
- Be willing to take positive action to communicate & forge links and working relationships across organisations (private sector / Public sector & voluntary sector)
- On occasions be able to allocate considerable time at no cost to NWMF
- Therefore need the full support of your employer management team
- Take the lead in initiating involvement in appropriate issues / topics
- Liaise widely with the membership & the webmaster.

NWSAG Report from Rebecca Molyneux

The project is currently pausing and reflecting, the report is currently out of her hands and sitting with the department. The pilot sites have written their reports and are negotiating funding to continue their work EOE further ahead than west.

A pilot project in personal health budgets is to take place in North East Lincolnshire (wheelchair Services). Personal budget pilot sites till April 2012 then analysing data then role out by next election. Wide ranging discussion regarding personal budgets many many questions very few answers.

Any willing provider is now any qualified provider – wheelchair services is likely to be in the first group considered for this type of provision. “Any Qualified Provider” will need to be registered with CQC for quality purposes and with Monitor for financial stability. “Procurement Guide for Commissioners of NHS Services” on DOH website, explains this fully.

The report recommends that the Specialised Commissioning Board issues guidance on wheelchair services as a matter of urgency.

Wheelchair Services is much more on the agenda at the DoH

Wheelchair services has been accepted on to the QUIPP agenda

Key messages from pilot sites

Joint working

Common eligibility criteria and assessment processes

Contact centre as central hub – take queries, issue appointments and collect data

Changing wheelchair service contracts from block contracts to an activity based system

See Rebecca’s presentation e mailed previously

A Health & Wellbeing Board will be established in every area to include GP Consortia, Local Authority, Education and Public Health. They are statutorily obliged to cooperate and to meet but each will organise their workload differently.

Working more closely with Social Enterprises, is being encouraged across several specialities.

Patients will be able to register with any GP in any part of the country.

Process for a single health, education and care plan to replace education statements.

Rebecca is not allowed to send out copies of the draft report.

WEBSITE

Sarah presented a series of slides that enabled the group to see the website without access to the internet.

Name – www.wheelchairmanagers.nhs.uk

Webmaster would like feedback and comments.

About the forum – very little information about who are members of the forum, how you become a member of the forum, what the fees are. Can we produce some more information for this screen.

Publications – do we still need information back to 2004 is it still current, do we want the general public to see it and think it's still current. There is an archive area.

MHRA alerts – available in PDF format so you can print.

Contact Us – some links may have been lost.

Do we need a public / private domain area

Are minutes to go onto the website before they are approved at the next meeting?

Discussion Forum – how do we police that? Happy to issue a generic password so only the forum can get on there. The group decided against a Discussion Forum.

Directory of Services – couldn't duplicate the data exactly as it was. Search criteria could be developed further but would be a cost. Previously you could search on different models now it is an a-z list.

What level of security do you want to be in place on people who update data. Managers of service / forum members?

Other suggestions - ?how to access local services,

Maps on the site now to where a service is.

You can print information off as a PDF

Search facility across the whole site.

Suggestion – another position on the Committee to deal with the website and liaise with the webmaster.

Agreed that a sub group needs to work with Ian to carry this work forward.

Sarah Sherwood

Tania Tulloch

Henry Lumley

Alex Winterbone

Anything contentious to come back to the full meeting.

EVERYONE NEEDS TO UPDATE THEIR INFORMATION. IF IT IS CORRECT LET IAN KNOW, THROUGH THE WEBSITE, THAT IS CORRECT THEN HE WILL PUT AN UPDATED DATE ON.

Minutes – draft minutes to go to Krys and Peter. AW to send to Peter who will make any changes and then forward to Krys for checking before they go on the website.

Members only site – what should be in the public domain and what not. Are we putting too much on the website DOH publications should have been circulated by e mail not put on the website. Discussion about members area agreed that this was not a priority at this time.

Updates – who should authorise. Agreed no security / password.

Regional Groups – should they be called local network groups.

Supply Chain

Janice O'Connell was going to attend this meeting but didn't

AGM

Chairmans Report – Attached

Treasurers Report – Attached

Fees – Treasurer suggests that we increase the membership fees to £80 as we are short of funds.

Suggestions Charge all wheelchair services a nominal fee to be listed on the website.
Sponsorship by manufacturers. – didn't work last time.
Freeze subscriptions for those who pay their own subscriptions individually and up it for those whose organisations will pay.
Stop providing catering and cut costs that way.

Agreed to increase fees to £80 and send e mails to all services asking for £10 for access to the web site. AW to send letter out in about a months time after regional groups have time to pass the message on. Letter to all services to introduce new website, saying your details are on it and ask for £10 contribution towards the cost of developing it

Circulation List – AW to update and send to Jan for invoicing.

What is a member? All paid up people. Circulate TOR and Constitution for comment.

Election of Officers

Recommended that the Vice Chair is Chair elect.

Suggest that duties are shared and fed back to the chair.

Job Descriptions should be written for all the Committee Members. Peter to look at other groups and see if we can use something that already exists as a starting point.

Jacqui Twomey has volunteered to attend the Limbloss Group.

Suggest that there is a handover period as Peter steps down and a new Chair starts.

Chairman: Take forward to next meeting.

Competencies

The existing information that is on the website needs updating. Has been carried over for ages on the Agenda needs a sub group.

Agreed:

If people send Claire Watt anything they have got she will have a look, collate it and bring to next meeting. Claire.deakin@nhs.net

Resmag (Rehab Engineering Services Managers group)

Modernising scientific careers are looking at RE training. Coventry University course should be the route. Several services have agreed to take students for their placements of 29 weeks in their 4th year.

Discussions around policing of any willing provider and the awarding of contracts for service provision.

MHRA

Alan is retiring Maurice Rand is taking over Peter will e mail and enquire if he will be coming to our meetings.

Any Other Business

What do people do if they have a client who wants to drive from their powerchair using a docking system? Brian said that he asks people to get a letter of compatibility from the manufacturer and fitter of the docking system. Risk assess.

Do other services allow that to happen or provide a voucher? Allow it to happen as long as they do not drill the frame of the chair.

Volunteer required to go to a meeting at the Department of Transport about “Invalid Carriages – their use on the highway” possible reforms – Brian Smith volunteered.

Issues:

- How widespread is existing training provision
- Is it mandatory or voluntary
- What barriers there are to receiving training
- Whether there should be a model training standard
- If mandatory who would deliver the training
- Any funding issues associated with mandatory training
- If there is to be mandatory training, whether there should be a database of licence holders as with motor vehicles who would keep this.
- If training is to remain voluntary, ways to encourage users to undertake voluntary training
- Whether a minimum eyesight requirement is feasible, what it should be and what incentives there are for users to meet these requirements.
- The role of licensed retailers in training provision and how to address on-line sales and the second hand market including e-bay sales.

Wheels for the World – recycling wheelchairs.

Krys expressed her concern about the content of a Whizz Kidz campaign available on their website and reproduced on other newsletters. Other members agreed that the figures of 70,000 children waiting for equipment are dubious.

Outcome Measures – is anyone working on them? West Midlands Therapists have started to work on it. NWMF has tried but not got very far. Manchester are trying via Soft Options. Doncaster set goals with client and then write to them a few months later to see if they have been fulfilled..

Date of next meeting

Tuesday 12th July – Leeds

Tuesday 18th October - Kettering