



Minutes
Paediatric LTV Education Group
14th September 2023 2-3pm via Teams

	<u>Agenda Item</u>	<u>Actions</u>
1	<p>Welcome & Introduction</p> <p>Linda Partridge welcomed attendees to the meeting and introductions were made.</p> <p>In attendance:</p> <p>Linda Partridge, Independent Chair Joanna McBride, Network Director, NW PCC/SIC/LTV ODN Janice Fauset-Jones, Lead Nurse, NW LTV ODN Anna Parry, ODN Nurse Educator, NW PCC/SIC/LTV ODN Louise King, ODN Management Support Officer, NW PCC/SIC/LTV ODN Elaine O’Brien, LTV Nurse Consultant, Alder Hey Florence Bergquist, Wellchild Parent Educator Nurse Specialist, Alder Hey Gemma Williams, LTV Educator, Alder Hey Sam Collins, Parent Educator for LTV, RMCH Tracy Drew, Parent Educator for LTV, RMCH</p> <p>Apologies were received from: Stuart Wilkinson, Elizabeth Tahsin, Lauren Sampson, Jonathan Haydock-Watson, Amanda Reed, Russell Ashworth, Alison O’Leary</p>	
2	<p>Update</p> <p>Presentation given by Elaine O’Brien to provide an update on where the work of this group is up to:</p> <div style="text-align: center;">  <p>Presentation patient pathway trai</p> </div>	
3	<p>Agreed list of competencies for LTV for North West Network</p> <div style="text-align: center;">  <p>North West ODN Network Agreed List</p> </div> <p>The group looked over the document and the following comments were raised:</p> <ul style="list-style-type: none"> - The group were in agreement that the contents of the competencies is comprehensive - Re-formatting the document was suggested in terms of its presentation to have full competence required separate from awareness needed. 	

	<ul style="list-style-type: none"> - The competencies could be placed into a booklet, separated under different heading e.g for carers, parents etc (similar to https://future.nhs.uk/CYP_Nursing/view?objectID=175272549) - The competencies could be arranged as a pick list, so it could be tailored to an individual child - When agreed the ODN standards and competencies will go on the ODN's website, along with exemplars of training resources/videos - Consensus to be agreed on exemplars to be made available on ODN website - The WellChild website includes links to the Pan London training resources – permission could be sought to include these - It was agreed the list of competencies will be re-circulated to the group to allow time for those not present at today's meeting to comment 	
4	<p>Discussion and agreement of how to move forward reviewing the competencies</p> <ul style="list-style-type: none"> - List of competencies to be shared again with those not present to allow comments to be made on the competencies prior to next meeting. Comments to be sent to Janice.Fauset-jones@mft.nhs.uk 	All
5	<p>Agreement of work plan</p> <ul style="list-style-type: none"> - Janice to confirm. 	JFJ
6	<p>Future NHS page</p> <p>Janice shared the following page with the group, and recommended that individuals register to join the workspace: Paediatric Long Term Ventilation (LTV) Operational Delivery Networks (ODN) Collaborative - FutureNHS Collaboration Platform</p>	
7	<p>Any Other Business</p> <p>Feedback on use of Sim Doll</p> <ul style="list-style-type: none"> - Flo has now used it at a number of training events - Feedback from those using it is very positive - Confidence in using the doll is increasing - People are increasingly seeing the value in its uses - The doll allows for training of trachy changes - The doll allows scenarios of where things go wrong to be simulated, so they are more prepared for them happening in real life e.g. stoma spasms <p>Terms of Reference</p> <ul style="list-style-type: none"> - Elaine to share principles that were previously developed. <p>Membership</p> <ul style="list-style-type: none"> - Group to consider if anyone else should be included in this group <p>Frequency of meetings</p> <ul style="list-style-type: none"> - Group happy to continue with the current frequency of every 4 weeks <p>Time frame for adding items to agenda</p> <ul style="list-style-type: none"> - One week before meeting 	<p>EO</p> <p>All</p>

	<p>Summary of actions:</p> <ul style="list-style-type: none"> - Any additional comments on competencies / consider reformatting of competencies - Confirmation of work plan - Terms of reference to be developed and agreed - Membership of this group to be reviewed 	
8	<p>Upcoming Meetings</p> <p>5th October 2023 2-3pm via MS Teams 2nd November 2023 2-3pm via MS Teams 30th November 2023 2-3pm via MS Teams</p>	