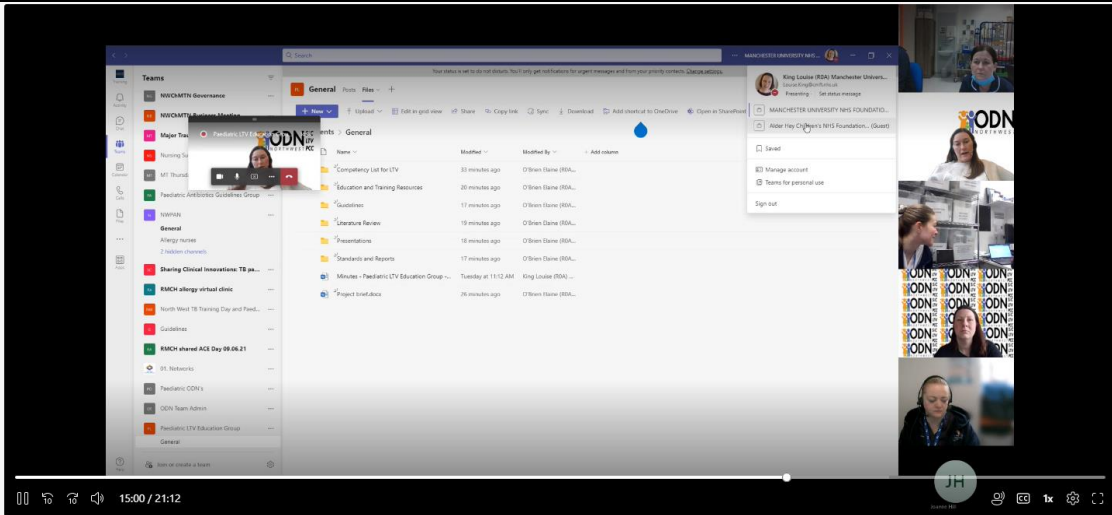


**Minutes**  
**Paediatric LTV Education Group**  
**23<sup>rd</sup> March 2023 9am via Teams**

	<u>Agenda Item</u>	<u>Actions</u>
<b>1</b>	<p><b>Welcome &amp; Introduction</b></p> <p>Elaine O’Brien opened the meeting and welcomed attendees.</p> <p>In attendance:            Elaine O’Brien, Lead Nurse, NW LTV ODN            Louise King, ODN Management Support Officer, NW LTV/PCC ODN            Joanne Hill, Practice Educator, Claire House            Natalie Wilkinson, Physio, Alder hey            Amanda Reed, Physio, Alder Hey            Tracy Drew, Educator, RMCH            Jonathan Haydock-Watson, Discharge Coordinator, RMCH            Flo Bergquist, Alder Hey</p> <p>Apologies:            Soraya Begum, Alison Flynn, Tracy Drew, Sam Collins</p>	
<b>2</b>	<p>Update:</p> <ul style="list-style-type: none"> <li>- A Teams channel has been set up for the Paediatric LTV Education Group, and all members invited</li> <li>- Elaine has uploaded a number of documents/folders               <ul style="list-style-type: none"> <li>o Competency list for LTV</li> <li>o Education and training resources</li> <li>o Guidelines</li> <li>o Literature review</li> <li>o Presentations</li> <li>o Standards and reports</li> <li>o Previous minutes</li> <li>o Project brief</li> </ul> </li> <li>- The group are invited to look at the documents and comment upon them</li> <li>- To access the Teams channel:               <ul style="list-style-type: none"> <li>o An invite email will have been sent</li> <li>o For those internal to MFT, the channel will be accessible on their list of Teams</li> <li>o For those external to MFT, they will be classed as a guest, and will need to use the drop-down list on the top right of their screen (see below), to enter into MFT Teams and then go into the channel. When finished they will need to go back into their home trust Teams.</li> </ul> </li> </ul>	



- Tracy will share the MFT competencies
- Elaine will share work from the National ODN.
- At the next meeting the competencies will be discussed and divided up amongst the group to review.
- A matrix will be established for scoring the competencies for usability etc
- It was suggested the transition and discharge planning documents and pathways are also included

TD  
EO

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**Next Meetings**

- 27<sup>th</sup> April 2023 12.30-1.30pm via MS Teams
- 25<sup>th</sup> May 2023 10-11am via MS Teams
- 22<sup>nd</sup> June 2023 2-3pm via MS Teams
- 27<sup>th</sup> July 2023 10-11am via MS Teams
- 24<sup>th</sup> August 2023 2-3pm via MS Teams