


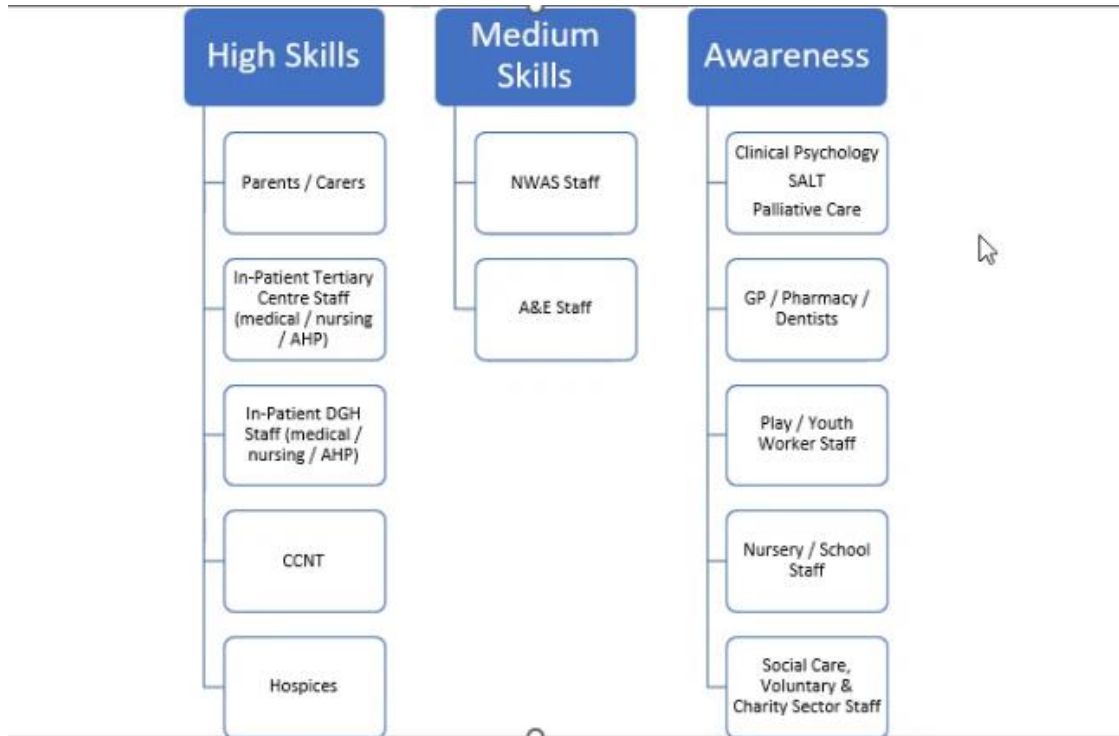
Minutes
Paediatric LTV Education Group
5th October 2023 2-3pm via Teams

	<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: Linda Partridge, Independent Chair 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 Russell Ashworth, Alder Hey Amanda Reed, Alder Hey Joanne Hill, Claire House Elizabeth Tahsin, RMCH Emma Anderton, RMCH Lauren Sampson, RMCH Sam Collins, RMCH Tracy Drew, RMCH</p> <p>Apologies were received from: Jonathan Haydock-Watson, Alison O’Leary, Gemma Williams, Joanna McBride, Lisa Harvey</p>	
2	<p>Update</p> <p>Minutes from last meeting agreed.</p> <p>Following on from the NIV education day held in June, an invasive day is to be planned. Elaine is going to look into availability for a room at Alder Hey. This is likely to be going into 2024.</p>	EO
3	<p>List of competencies for LTV for North West Network</p> <p> NW ODN Agreed list of competencies</p> <p>Update from Janice:</p> <ul style="list-style-type: none"> - Updated competencies attached - The contents of the competencies is the same but they have been re-formatted following discussions at the last meeting to make them easier to read - Group to review and send any comments to louise.king@mft.nhs.uk by 20th October. - Elaine stated that she will contact Lynda Brooks regarding obtaining permission to share professional boundaries training resources. 	All EO

Discussion and agreement of how to move forward reviewing the competencies

Slide shared by Janice:

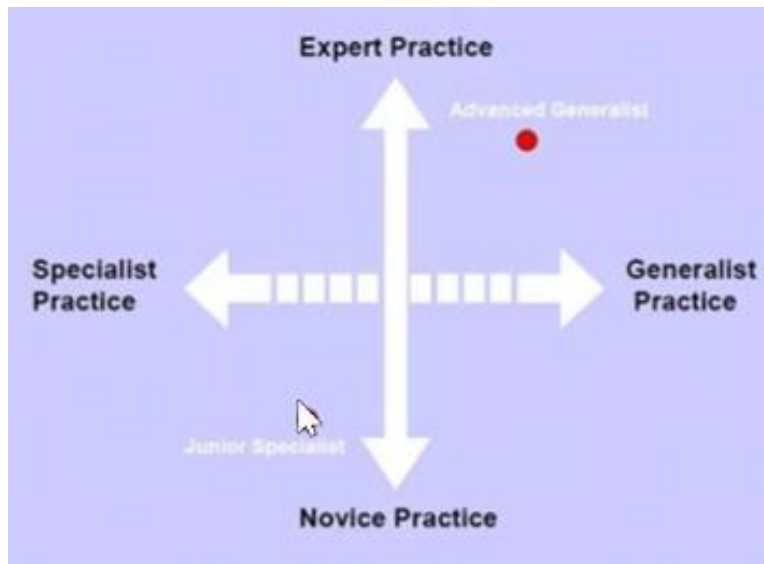
Training levels for those caring for CYP using LTV



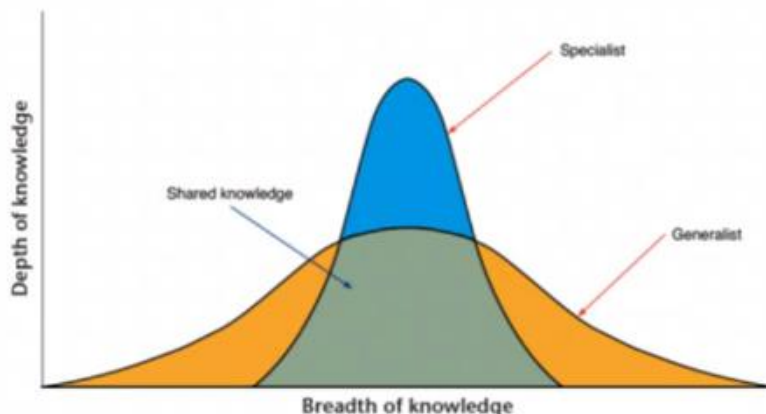
The following comments were made:

- Russell noted that there will be some crossover i.e. some charity sector staff provide respite and care packages, so will need high and medium skills.
- Elaine stated that it is not straight forward grouping staff, for example some CCNT staff will need an in-depth knowledge whereas some will just need an awareness. Also, with regards to DGH staff it will depend on which DGHs are designated as level 2 centres.
- There is also fluidity across AHPs as to what category of training they will need, it will depend on their particular role and skill set e.g. specialist physios as opposed to generalist physios.

Elaine shared the following diagrams (which illustrates the above point):



The difference in depth and breadth of knowledge between generalists and specialists



The experts will need the high skills, as they will be leading the care, whereas those working with the experts will need an awareness.

Anna agreed to produce a draft flowchart, i.e. which roles will need what level of training. Anna will share the draft, once produced, with the group for comments.

A video/presentation with voice over could be included on the website giving guidance on what level of training individuals will need.

AP

5 Agreement of work plan

Janice shared the work plan with the group:

LTV				
Key Performance Indicator	Objective	Expected Timeframe	Completion	Lead
Complete a catalogue of existing training and education materials	Collect and review what training and education materials already exist, what they cover and the quality/usability			
Understand where current education frameworks came from and support of evidence base around modern training (such as simulation) I	Complete a literature review concerning model of training in the care for children on LTV			
Understand the care provision gaps in step down and support services and identify where training needs to be provided so CYP with LTV's needs can be met	Questionnaire to step down and support services eg DGH educators / A&E's / NAWAS / Hospices / CCNT			
Establish a training and education framework.	Complete a central database of training exemplars. Create training programmes to ensure all gaps are filled Agree competencies for training			
Formulate a delivery plan for LTV Training & Education (multi professional)	Identify the resources required eg competencies, SIM doll, classroom access, funding Utilise a variety of training delivery modes including: Simulation, face to face study days, e-learning, webinars, direct support in local area from educators	I		


Janice will continue to develop the work plan and break down the actions with timescales.

JFJ

6 Terms of Reference / Statement of Intent

Janice explained that this is a work in progress, and will be shared when ready.

JFJ

7	<p>Membership</p> <p>It has been suggested that a representative from NWS is included in this group. Also, further DGH representation and hospice representation.</p> <p>Please send any further suggestions to Janice.fauset-jones@mft.nhs.uk.</p>	All
8	<p>AOB</p> <p>West Midlands LTV Standards and how to access them:</p> <ul style="list-style-type: none"> - Linda has been in contact with David Widdas about the West Midlands standards. They are happy for us to share them within the North West. They are viewing the North West as a pilot area. - The team behind the standards have developed a benchmarking tool which is currently being tested in the West Midlands. This is not yet ready to share, but they will share it with us when ready. - The standards are not to be shared outside of the North West just yet, as there is to be a National launch. - Partners in Paediatrics can be provided with a list of contacts who the standards have been shared with in the North West by the ODN - Standards shared below for information: <div style="text-align: center;">  <p>MCLTVN QS STANDARDS V5 FIN/</p> </div> <p>Next agenda to include:</p> <ul style="list-style-type: none"> - Dissemination of competencies - Review expert versus awareness flowchart for competencies (this could incorporate a self-assessment scoring tool) - Establish small task and finish groups to complete work 	
9	<p>Upcoming Meetings</p> <p>2nd November 2023 2-3pm via MS Teams 30th November 2023 2-3pm via MS Teams</p>	

Actions summary:

Invasive training day - Elaine is going to look into availability for a room at Alder Hey. This is likely to be going into 2024.	EO
Competencies - Group to review and send any comments to louise.king@mft.nhs.uk by 20 th October. Elaine stated that she will contact Lynda Brooks regarding obtaining permission to share professional boundaries training resources.	All EO
Anna agreed to produce a draft flowchart, i.e. which roles will need what level of training. Anna will share the draft, once produced, with the group for comments.	AP
Janice will continue to develop the work plan and break down the actions with timescales.	JFJ
Terms of Reference / Statement of Intent - Janice explained that this is a work in progress, and will be shared when ready.	JFJ
Membership - Please send any further suggestions to Janice.fauset-jones@mft.nhs.uk .	All