

West Lothian
Community Health and Care Partnership

Minutes of Meeting

**Pulmonary Rehabilitation Steering Group
Monday 17 May 2010
Meeting Room 1, Strathbrock Partnership
(9-11am)**

Those present: Sally Westwick (*Chair*), Laura Hunter (*Project Assistant*), Shena Brown (*Respiratory Care Facilitator*), Catriona Peacock (*Physio*), Jill Adams (*Physio*)

Apologies: Tanweer Ashraf (*Administrator*), Christine Candlish (*Physio Manager*), Anne Chisholm (*Patient Rep.*)

Cc: Chris Dickson, Kathleen Thane, Donald Noble

Item	Action
1.	Apologies (as above)
2.	<p>MCN Audit</p> <p>Discussions continued around the recent audit.</p> <p>Table 18 (Exacerbations) – Catriona confirmed that information had been updated on database. LH/SB will re-calculate. LH/SB</p> <p>Shuttle test – this section within the audit needs to be re-worded. Jill/Catriona will change and add comments. CP/JA</p> <p>All updates should be fed back to Shena/Laura before the end of the week. These will then be forwarded to Ninian for inclusion in final report.</p> <p>Further discussions were had around other ideas/issues around the current programme.</p> <p>Could patients be referred to self management class (one day) instead of 8 weeks of rehabilitation? Could the programme be reduced from 8 to 6 weeks? Could video conferencing be used to enable multiple classes to be run? Could DVD be recorded for patients?</p> <p>Could some of the tasks that Catriona is currently doing be done by a Band 4 Physio Assistant? – this would free up some time to allow Catriona to concentrate on managing the service.</p> <p>Speakers – talks were still continuing to be given and taking around an hour to do. However Catriona had recently had some feedback from patients and agreed to feed this back to appropriate service. CP</p> <p>It was noted that the topics included in programme were similar to other sites, however relaxation was not included in our programme although patients given written information. Other areas also using in-house speakers.</p>

	<p>Sally asked the group to think about the whole programme and how we could adapt/change it. It was agreed to book rooms for 23 June and invite everyone involved with P.R. (WLL, Chest Heart and Stroke, steering group, British Lung Foundation, Airways rep., GP, Practice Nurse, Donald Noble, DN's..) for a brain storming session for ideas on how to run the service more efficiently/effectively. The agenda would include</p> <ul style="list-style-type: none"> Referral process Data Education Follow up Duration of programme Maintenance Outcomes Programme Delivery Venues <p>Laura will book rooms, probably Strathbrock.</p>	LH
3.	<p>Database</p> <p>Laura informed the group that she had been in touch with eHealth to look at options re the future of P.R. database. From the audit it was clear that West Lothian's database was not effective and needs to be updated. However it was also clear that it would be preferable to all sites to have one database which we could all use. Datasets had recently been discussed at a recent meeting which Jill had attended (Sub Group). Once they have been agreed with all sites ehealth will again be contacted to discuss way forward. Jill will send datasets to Laura for info.</p> <p>It was discussed that each site may have some of their own initiatives which would need to be added separately on the new database, ie. West Lothian have Home Safety service. Also the severity and BMI need to be captured.</p>	JA
4.	<p>Patient conference</p> <p>It was agreed to put this on hold for the moment. To be removed from agenda.</p>	LH
5.	<p>Dates of next meetings</p> <p>It was agreed to have more frequent meetings over the next few months until agenda items have been finalised. Sally will check her availability and ask Elaine to book rooms. (as the next date booked was 13 October). Laura will advise group of dates/rooms etc. once confirmed.</p>	SW/EB/ LH