

Women's Health Directorate
Maternity Unit

MATERNITY SERVICES LIAISON COMMITTEE

Minutes of the meeting held on Monday 1 March 2004

Present:	Kerry Harris	Chair
	Anna Roland-Price	Supervisor of Midwives
	Gillian Smith	Tamba
	Jabeen Qureshi	Health Link Worker
	Mary Bell	Consultant Midwife
	Natasha Wynne	Lay Member
	Sandra Campbell	Health Visitor
	Trisha Whisker	NCT
	Gail Soliman	Notetaker
Apologies:	Arash Bahmaie	Consultant Obstetrician
	Jane Pickett	Community Midwife
	Michaela Morris	Head of Midwifery/General Manager Women and Children

1 Minutes of the last meeting / Matters arising

The minutes were agreed.

Item 4 – the tour booking line is answered between 0930 and 1530 only. The system was working well and the co-ordinators had not reported a problem with insufficient places.

2 Staffing

Mary reported that there were now only 3 x F Grade vacancies following successful recruitment and the conversion of some midwifery vacancies to Maternity Care Assistants, 13 who started on their induction programme today.

3 Update on breastfeeding and sterilisation

Mary will discuss with Midwifery Managers and breastfeeding advisors how we might demonstrate sterilisation while still allowing application for Baby Friendly status.

MB

4 Normal birth

There were 2 water births last Saturday and there is an increased awareness of this facility. Mary, together with Lesley Howick and the G grade shift leaders, will encourage the use of the Home from Home rooms. Details of both these facilities are covered by the midwives during antenatal appointments and also raised on the tour. Use of the Home from Home rooms involves moving the woman should the need arise for an epidural, CTG or other intervention. This has not been reported as a problem by the women. There has also been an increase in home births particularly in Jade and Topaz including home water births.

5 Internet (Website)

The Maternity site should have gone live on 1 February but there were problems with some of the links not connecting correctly. Part should be live by the end of today and will include basic information and include some links to other sources of information. The new site will also be highlighted on the Trust homepage.

IT System

Representatives from Torex were scheduled to attend a meeting with the project group on 11

March to begin discussions on planning and timescales for the implementation of the IT system. Preliminary IT and PAS training sessions have been delayed until April.

6 MSLC members' information

There was discussion on the contents of the draft members' pack and the following issues were highlighted:

- who does the MSLC report to?
- Lay membership – Anna will contact Kerry with names of possible new members
- problems with child care – it was agreed that it was not appropriate to allow children to be brought to the meeting as a general rule but should be discussed on an individual basis
- problems with parking and travel – the possibility of parking passes would be looked into
- payment for attendance at meetings
- training to give a better understanding to a Lay member of the working of the Trust, hospital and unit – to include a 'crib' list of organisations and abbreviations used, meetings within the unit etc
- Lay members would be able to attend open Trust Board meetings
- add Supervisor of midwives to the membership list
- add contact details
- amend to "Our professional membership includes"
- add "Other professionals to attend if required"
- Objectives – add 'views patient information'

Amendments would be made to the draft for discussion at the next meeting.

7 Annual Report

Natasha asked if an explanation of Birthrate Plus could be included together with expanded details in each of the activities. The committee agreed the annual report with these amendments.

7 Any other business

- Mary confirmed that supplies of the new 'large' pregnancy book had been ordered but that there was a delay with delivery – it was available from the DoH website
- Gillian asked for a copy of the multiple births policy for labour ward
- Suggested topics for consideration by the committee during 2004
 - information leaflet for staff to raise cultural awareness with regard to women of ethnic backgrounds
 - Essence of Care – communication, privacy and dignity and record keeping
 - TAMBA Maternity awards
 - antenatal screening
- It was agreed that members should receive a copy of the monthly maternity newsletter and the bi-monthly 'risky matters'
- Sam Tilley, Complaints Manager, and Siân Wicks, Women's Health Clinical Governance Manager will be invited to the meeting in xxxxx so that complaints and incidents for the year to March 2004 can be discussed and trends identified
- It was also agreed that the committee would review the CHI recommendations where MSLC input had been required (a copy of the recommendations is attached)

GS

7 Date of next meeting

17 May 1300-1430 venue Parent Education

Meetings for 2004 12 July
 13 September
 1 November

March 2004