

Women's Health Directorate
Maternity Unit

MATERNITY SERVICES LIAISON COMMITTEE

Minutes of the meeting held on Monday 12 July 2004

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

Sarah Peters attended to present the Maternity Questionnaire Audit

Apologies:	Jane Pickett	Community Midwife
	Natasha Wynne	Lay Member

Please note: next meeting moved to 20 September

1 Minutes of the last meeting / Matters arising

The minutes of the last meeting were agreed.

2 Staffing

Michaela reported that the recruiting visit to Germany was a success with 8 offers being made - it was envisaged that they would join us in September/October. Should our current student midwives be offered and accept a position with us for the autumn, there will be no F grade vacancies. There was an advert out for 3 x G grades. The recent recruitment drive also means that we have a full establishment of Maternity Care Assistants although we will be losing one to midwifery training in September.

3 Normal birth

The home-from-home rooms continue to be used on a daily basis.

4 Internet/IT System

Following a recent steering group meeting, it had been agreed that the next meeting on 12 August would include a demonstration of the system. System administrator training would be scheduled for the end of August, core training for the middle of September followed by intensive cascade training prior to 'go live' at the end of October. The Community office had been set up as an IT training room to facilitate easier staff training within the unit.

5 MSLC Members' Information Pack

Comments were received as follows:

- ♦ page 1 - 2nd paragraph - 'to advise the Trust ...'
- ♦ page 3 - Jabeen would be included as a professional although the contact list would only show name and title
- ♦ page 4 - breastfeeding - change 'midwives' to 'infant feeding consultants'
- ♦ page 7 - replace 'delivery' with 'birth' in all places
- ♦ enlarge Corporate Directorates structure

6 Maternity Questionnaires

Sarah Peters presented the six-monthly audit of Maternity Questionnaires. This was the first audit of the new forms and the extra space for comments was used frequently. Question 2 on information was often left blank and may need to be reworded. There was once again a very low response rate even though Community midwives had been asked to encourage the completion of the forms. It was agreed that it would be preferable for the forms to be completed before discharge and the question of collection of Joan Booker was queried - Gail will find out what is available. It was also uncertain if the forms were actually being handed out and it was agreed that it would be a good idea to print on colour paper, firstly to make it more obvious and secondly to identify which quarter of the year it applied to (Gail to liaise with Sarah). It was also suggested that a letter should be attached which explained the form, the reasons behind it and indicated that a response was important to us. It was also agreed that staff on Joan Booker should be asked to remind women to complete their forms.

GS

GS/SP

7 Complaints

The complaint data for quarter 1 by location and speciality were discussed - complaints received during the quarter as a whole had been very low although there had seemed to be a slight increase towards the end of June.

Incidents

The headline incidents for the quarter were presented.

8 Results of birth environment audit

Mary Bell presented the birth environment audit carried out recently. Michaela made the point that the capital funding application for redecoration of delivery rooms not included in the refurbishment had not been successful this financial year. The application would remain for next year but the funding could be achieved by fund raising or by donation. It was agreed that the walls should be stripped of paper as paint was easier to keep clean and to touch up as necessary. The storage of equipment was also difficult due to space constraints. Suggestions to improve the environment were discussed and included:

- ♦ artwork on Labour Ward, possibly from local colleges
- ♦ provision of drink making equipment in all rooms - and which taps provided water suitable for drinking
- ♦ snack machines in the waiting area or lift lobby
- ♦

GS

GS

9 Provision of meals

Mary confirmed that she had begun to look at the possibility of some women being allowed to eat during labour. Discussion continued and the policy would be amended if agreement was reached. To be included on the agenda for the next meeting.

10 Feedback from 11 June meeting

The meeting on 11 June consisted of representatives from the Strategic Health Authority, Heads of Midwifery and Consultant Obstetricians from Surrey Sussex together with members of relevant PCTs and Social Services. It was organised by the Lead Nurse from the SHA to get views and decide on progress pathway for the area. The morning session consisted of presentations with group work during the afternoon. Unfortunately it was not clear where we are going and many issues were still undecided - the reporting lines for the MSLC for instance.

The individual group work - moving issues forward - involved Chichester, Eastbourne and Michaela and enabled learning from other units. Examples were:

- ♦ using MCAs in theatre to scrub as surgeon's assistant - in line with European working time directives - and will be included in future discussions on service development
- ♦ Michaela was able to share our use of registered nurses on Labour Ward and NVQ qualifications to enhance MCA responsibility

11 Update on Bronzefield Prison

Michaela reported that the prison opened on schedule. We have already had at least one referral but it is early days. The steering group meets next week when we should learn if any extra funding has been obtained to allow midwifery visits to the prison - we already have funding for a monthly visit from an obstetrician. This would obviously save on the expense of escorted transports. We have midwives who are keen to be involved so are just waiting for the go ahead.

12 Any other business

- ♦ **CHI action plan** - Copies of the presentation made by Michaela and Mary to the Trust Board in May and the updated action plan were circulated for information.
- ♦ Gillian reported that, at a recent conference in Denmark, it was reported that the world-wide rate for twins is increasing while that for triplets is decreasing. She also said that those women who underwent fetal reduction were not always getting access to bereavement counselling - Anna confirmed that it had been about two years since she had counselled a woman following fetal reduction but she did not think that there had been a case since then.
- ♦ Gillian handed round details of the Tamba Multiple Births Conference to be held on 19 November.
- ♦ Kerry said that she had been receiving reports of problems with booking onto tours of the Unit - apparently there was a very long waiting list. She also said that 9am was a difficult time to arrange baby sitters - Michaela will speak to Rose Cooper.
- ♦ Interpreting - Michaela said that a meeting had been held with Woking Community Relations Forum and that interpreting had been one of the subjects discussed.
- ♦

13 Date of next meeting

20 September
1300-1430
Parent Education

July 2004