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Clinical Reference Board Meeting

Summary Report

19th May 2017

Present:		
Chair	Mandie Sunderland	Chief Nurse, Nottingham University Hospitals NHS Trust Chair, NHS Clinical Reference Board
Board Members:		
	Suzanne Banks	Chief Nurse, Sherwood Forest Hospitals NHS Foundation Trust
	Sandy Brown	Director of Nursing and Clinical Quality & Deputy Chief Executive, East of England Ambulance Service NHS Trust
	Dr Naomi Chapman	Clinical Programme Lead, NHS Clinical Evaluation Team
	Professor Greg Dix	Director of Nursing, Plymouth Hospitals NHS Trust
	Rose Gallagher	Head of Standards, Knowledge and Innovation, Royal College of Nursing
	Professor Suzanne Hinchliffe	Chief Nurse/Deputy Chief Executive, Leeds Teaching Hospitals NHS Trust (by phone)
	Michelle Norton	Director of Nursing, George Eliot Hospital NHS Trust
	Dee Roach	Executive Director of Nursing and Quality, Lancashire Care NHS Foundation Trust
Apologies:		
	Geraldine Cunningham	Associate Director of Cultural Change, Barts Health NHS Trust
	Sally Fenwick	Dept of Health, CET Programme Manager
	Siobhan Heafield	Regional Nurse Director, Midlands and East, NHS Improvement
	Clare Linley	Director of Nursing, Leeds North CCG
In attendance		
	Simon Hall	Clinical Lead, NHS Clinical Evaluation Team
	Justine Henson	Communications and Engagement Lead, Department of Health (Part 1 only)
	Karen Hudson	Clinical Lead, NHS Clinical Evaluation Team
	Roger Kirkham	Clinical Lead, NHS Clinical Evaluation Team
	Stephanie McCarthy	Clinical Lead, NHS Clinical Evaluation Team
	Marc Naughton	Clinical Lead, NHS Clinical Evaluation Team
	David Newton	Clinical Lead, NHS Clinical Evaluation Team
	Liz Wright	Acting Clinical Products Lead, Department of Health
Customer Board Exec:		
	Sindie Clark	Stakeholder Manager, NHS Business Services Authority
	Debbie Pacey	Stakeholder Coordinator, NHS Business Services Authority

19/05/1 Welcome and introductions / Declaration of conflicts of interest / Confidentiality & press management

- 1.1 Members were welcomed to the meeting and thanked for attending. Apologies were made for those unable to attend.
- 1.2 Members were asked to declare any conflicts of interest. NHSBSA to circulate proforma for completion, with the minutes.
- 1.3 The Chair advised members that the content of the Clinical Reference & Customer Boards' packs are confidential and are intended solely for the addressee. The information may also be legally privileged. This information contained within the packs is sent in trust, for the sole purpose of delivery to the Board members (intended recipients.) If the information within the pack is received in error, any use, reproduction or dissemination of the packs and their contents is strictly prohibited. She also asked the Board to note that any queries from the press/media relating to the work and papers of the Clinical Reference Board should be diverted to nhsbsa.customerboard@nhs.net for response, or co-ordination thereof.

19/05/2 Receive minutes from Clinical Reference Board meeting 24th March 2017

- 2.1 The minutes were reviewed and agreed as a true record.

19/05/3 Action Report

3.1 Many of the actions had been closed or were covered later on in the meeting. The Chair asked for any further outstanding actions to be closed before the next meeting.

19/05/4 Future Operating Model (FOM)

4.1 Justine Henson attended to give the Board an update on the implementation plan of the Future Operating Model highlighting that it was on track despite slippage on account of Purdah. Justine updated the Board on personnel changes within her team.

19/05/5 NHS Clinical Evaluation Team (CET)

5.1 Naomi introduced new members of the team: Karen Hudson and Roger Kirkham, and explained that interviews are currently being held for additional members to replace colleagues who have recently gone back into their Trust roles.

5.2 Each member of the CET gave an update on their individual projects; Underpads (Karen Hudson), Foam Dressings (Simon Hall), Dry Wipes (Roger Kirkham), Single Use Tourniquet & Oxygen Face Masks (David Newton), IV Films, Adults (Stephanie McCarthy), Adult ECG Electrodes (Marc Naughton). Rose Gallagher and Simon Hall agreed to work on a case study highlighting organisational culture change concerning woundcare and how this could positively impact on potential savings across the NHS.

5.3 Naomi Chapman presented a draft paper on designing FOM

CET members raised concerns about the additional work requested by Ernst & Young highlighting that the team is already working at full capacity. The Board approved Naomi's request to push back as this was deemed to be outside the remit of the CET. The Chair gave thanks to the CET for their hard work and reiterated that the Board continues to support what they do.

19/05/6 Progress with the Clinical Reference Board priorities

6.1 Ambulance Service – Acute Sector standardisation project

Sandy Brown provided an update on the project outlining potential savings of c£1.3m across the NHS if this project was rolled out nationally across Ambulance Services and Trust A&E Departments. Key challenges included:-

- Securing buy-in and commitment across the pathway whilst developing a relationship of trust with all key stakeholders. Sandy agreed to draft a letter which will be sent on behalf of the Chair to Directors of Finance and Heads of Procurement
- Effectively managing supplier behaviour
- Managing the transition from pilot status to BAU, including sharing of lessons learnt by the implementation team, financial and clinical benefits (including improved patient experience). It was agreed that NHSI support for wider roll out is crucial. Sandy to discuss with Paul West at NHSI as it was felt that the pilot will fall under NHSI Workstream 4. The Board was keen for the project to take into account the flow of patients serviced by EMAS that might be taken to trusts not currently involved in the pilot, e.g. patient X taken by EMAS to either Derby Teaching Hospitals NHS Foundation Trust or Sherwood Forest Hospitals NHS Foundation Trust. Stephanie McCarthy and Suzanne Banks agreed to let Sandy have contact details for relevant leads in their respective Trusts.

6.2 Summary of recent engagement with the nursing community and active networks

Rose Gallagher reported on activity completed to date, including:

- Visit to Derby Teaching Hospitals NHS Foundation Trust with Josie Irwin to research experience of the Trust in using barcodes; both in relation to procurement and the safety of patients & staff.
- Started report on management of healthcare waste; sample included 185 Trusts. Initial findings have shown variation in the employment of CPSN within Trusts - only 20% Trusts employ a CPSN. Aim to focus on at least one CPSN in every Trust (100%coverage)

Planned work:

- Benefits to be achieved through aligning procurement landscape and RCN activity, e.g. *developing social media presence to facilitate engagement, NHSBSA presentation at RCN event on 22/5/1, joint presentations at in September and November.* Rose Gallagher to circulate links to details of events
- Developing case studies, e.g. *Sandy Brown's pilot, community services, mental health.* Dee Roach agreed to provide examples for case studies
- Economic Master Class scheduled for October 2017. Rose to circulate details
- Rose to attend all future London Customer Board meetings; Sindie had already shared the dates with her.

6.3 **Partnership with AUKUH**

It was reported that Deputy Directors of Nursing have expressed support for the work of the CET, and agreed to support the hosting of the CET.

6.4 **GS1 Activity** (Suzanne Hinchliffe)

- the roll-out of GNL was happening and completion forecast for Autumn 2017.
- Developing the interface between the PPN & Powergate inventory server; 12 -14 week timescale
- Award from GSH concerning e-procurement

19/05/7 Update on Nationally Contracted Products and CET involvement & resource

7.1 Stephanie McCarthy gave an update on recently launched products, including:

- Couch Rolls was the first NCP product to be launched on 27th March; uptake has been very good. The national savings figure will be c.£1m
- Blunt Fill Devices was launched on 24th April. The products have been evaluated by the NHS Clinical Evaluation Team (CET).
- Luer Slip Syringes and Medical Pulp are the next products to be launched and 49/50 of all the upcoming products now have an estimated launch date.
- No CET evaluation report for Pulp & Toilet Paper

7.2 Naomi explained that she had been in discussion with Chris Holmes and Andy Harris about CET supporting the clinical credibility of the Trusted Customer programme. Naomi reported that she had initially pushed back and said that she would consider offering guidance, check-lists & telephone support, subject to the provision of the additional resource, but that CET branding could not be used. She explained to them that she would need the Board's approval to expand on CET's original mandate/remit before being able to progress.

The Board discussed this and decided that it was not in a position to expand the mandate/remit for two main reasons:

- (a) They felt that the Trusted Customer was set up as a procurement & financial savings accreditation scheme, and the clinical element should continue to be kept separate; and
 - (b) They felt that a 'CET-lite' approach could negatively impact on the clinical credibility of CET, and question the validity & quality of their current outputs.
- Naomi agreed to feed back to Chris Holmes and Andy Harris.

19/05/8 Any other business

- 8.1 It was agreed that the agenda for today's meeting be the standardised agenda for future CRB meetings. Any presentations from NHSBSA, NHSI would be approved by the Chair on an ad hoc basis.
- 8.2 Naomi Chapman agreed to provide contact details for new CET members

19/05/9 Close of meeting

- 9.1 The meeting closed at 2:30pm.
- 9.2 The next meeting is on 21st July 2017 at RCN Head Office, 20 Cavendish Square, London W1G 0RN, 10.30am – 2.30pm