

Healthcare Professionals Forum Annual Report 2016/17

1. Title of Advisory Group:

Healthcare Professionals Forum

2. Name and role of person submitting this report:

Prof Michael Rees, Chair HPF

Mr Adrian Thomas, Executive Director Therapies and Health Sciences

3. Dates covered by this report:

01/04/2016-31/03/2017

4. Number of times the Advisory Group met during this period:

The Advisory Group was routinely scheduled to meet 6 times and otherwise as the Chair of the Advisory Group deemed necessary. During the reporting period, it met on 6 occasions and held 1 workshop. Attendance at meetings is detailed within the table below:

Advisory Group members Representative group	20.5.16	29.7.16	23.9.16	2.12.16	6.1.17	3.3.17
Prof Michael Rees - Chair Specialist and Tertiary Care medical representative	✓	A	✓	✓	✓	✓
Mr John Day Scientific representative	✓	✓	✓	✓	✓	✓
Mr Gareth Evans Therapies representative Deputy Jan Fereday-Smith (D)	✓	D	✓	✓	✓	A
Mrs Jo Kember – Vice Chair Community Pharmacists representative	✓	✓	✓	✓	✓	✓
Mr Alton Murphy Optometry representative Deputy – Bryn Jones (D)	✓	✓	✓	✓	D	D
Mrs Sue Murphy Hospital and Primary Care representative	✓	A	✓	✓	✓	✓

	20.5.16	29.7.16	23.9.16	2.12.16	6.1.17	3.3.17
Mr Javier Rodrigues Mental Health Medical representative	-	-	-	-	-	-
Mrs Sandra Sandham Dental representative	✓	-	✓	✓	✓	✓
Dr Jay Nankani Primary and Community Care Medical representative	A	✓	A	✓	✓	A
Mrs Fiona Giraud Hospital Nursing and Midwifery representative	A	-	A	◆	◆	◆
Mrs Polly Ferguson Hospital Nursing and Midwifery representative	◆	◆	◆	A	-	-
Mrs Yvonne Harding Community Nursing and Midwifery representative	A	A	◆	◆	◆	◆
Mr Keith Jones Community Nursing and Midwifery representative	◆	◆	◆	✓	-	✓
Advisory Group members – Directors and senior officers						
Mr Adrian Thomas – Lead Director Executive Director Therapies and Health Sciences	◆	◆	◆	✓	✓	✓
Dr Mark Walker – Lead Director Interim Executive Medical Director	✓	✓	A	◆	◆	◆
Mrs Vicky Morris Interim Executive Director Nursing, Midwifery, Therapies and Health Sciences Deputy Anne-Marie Rowlands	D	A	◆	◆	◆	◆
Mr Andrew Jones Executive Director Public Health	A	A	◆	◆	◆	◆
Sally Baxter Assistant Director Health Strategy	✓	✓	A	D	D	✓

5. The Healthcare Professionals Forum provides advice to the Board.

Its purpose is to:

- facilitate engagement and debate amongst the wide range of clinical interests within the LHB's area of activity, with the aim of reaching and presenting a cohesive and balanced professional perspective to inform the LHB's decision making.

as set out in its terms of reference.

During the period that this Annual Report covers, the Healthcare Professionals Forum operated in accordance with its terms of reference which were operative for the whole of the term this Annual Report covers.

6. Overall*RAGstatus against Healthcare Professionals Forum annual objectives/plan:

Objective as set out in Terms of Reference	Was sufficient advice provided ? (RAG)	Supporting narrative
Facilitate engagement and debate amongst the wide range of clinical interests within the LHB's area of activity, with the aim of reaching and presenting a cohesive and balanced professional perspective to inform the LHB's decision making.	Green	Meetings are progressing well, the group has adopted more of an advisory role to the Health Board. This has been developed through inviting speakers who are preparing health board strategies, with them seeking advice on specific areas from forum members.

7. Main tasks completed/evidence considered by the Forum during this reporting period:

The HPF provided the following feedback to the Board during the period 1.4.16 to 31.3.17

20.5.16

- Updates on the Annual Operating Plan (AOP) and Whole Systems Strategy were received, the Assistant Directors Strategy took onboard the Forum's comments. Members queried engagement taking place with non-BCU healthcare professionals in the development of strategies and whether financial resources to deliver on local priorities had been signed off. The members supported the inclusion of the HPF Chair on the Programme Board.
- A presentation on the Primary Care Strategy was received. The Interim Director of Primary Care and Mental Health Strategy took onboard the Forum's comments. The Forum welcomed the opportunity for involvement and was particularly supportive of moving some areas of secondary care into primary care
- A presentation on the developing North Wales Recruitment and Retention Strategy was received. The Assistant WOD Director and Workforce lead took onboard the Forum's comments. The Forum provided a variety of suggestions and welcomed more opportunity for the activity to be opened up to include Health Sciences. Concern was raised regarding the limited resources available to promote the strategy.
- The HPF Cycle of Business 2016/17 was approved.
- The HPF sought assurance that the deliverables of the AOP were supported by appropriate resources referred to in the technical support document.
- The Forum supported the inclusion of the HPF Chair on the Whole System Strategy Programme Board.

- The Forum requested information regarding progress of BCU's vacancy for Executive Director of Therapies and Health Sciences

23.9.16

- Well North Wales -The HPF supports this initiative and recommends that it is included in future plans.
- Corporate Planning–Progress report received.
- Infection Prevention and Control –Further work to be done and additional recruitment with key staff required.
- The role and function of the HPF –Workshop to be held on 14th October 2016 to explore these aspects and promote better ways of working.
- Clinical Assurance and patient stories
The committee heard two patient stories one specifically relating to standards of nutrition and hydration which raised concern about clinical assurance. It was resolved that the HPF should follow these stories up. Continuity of membership, the chair discussed further work on making sure we had consistent representation from nursing. This will be followed up with the Board Secretary and the Executive Nursing Director.

2.12.16

The HPF in consideration of the Prevention of Inpatient and Community Falls

- was supportive of Falls being a priority issue within BCUHB
- recognised that
 - not all Falls were preventable
 - there would be an expectancy of higher incidents due to a demographically aging population
 - there was significant pressure on services due to Falls ie ambulance calls (15%) and GP attendance (5%)
 - there was difficulty in acquiring comparative statistics for Inpatient and Community incidents
 - reduction of falls in the community would result in a reduction of pressure on the ambulance service and inpatient bed usage.
- further investigation and research into the prevention of community falls is recommended
- provided suggestions in respect of the prevention and management of Falls

in consideration of the Corporate Planning updates agreed to

- increase awareness within their representative groups of the timelines and opportunities to feedback into the developing frameworks and strategies
- provide specific feedback on the Closer to Home programme
- provide feedback on the planning and commissioning statement

and noted

- considerable debate around Pharmaceutical wastage was generated and would be considered at the March meeting.
- the report including timescale and approach to the development of the Living Healthy Staying Well Strategy and the Integrated Medium Term Plan
- the interim Mental Health Strategy report and the two strategic service Frameworks as the foundations for the next phase of service planning and development work

The Forum also

- noted the Review of University Health Board designation submission to Welsh Government and welcomed the opportunity to provide feedback on R&D to the HPF's March 2017 meeting
- sought to identify Workforce Development Leads and Groups within the W&OD directorate and organisation to consider planning presentations and HPF feedback opportunities on their developing strategies to future HPF meetings

6.1.17

The HPF in consideration of the Development of Quality Dashboards

- was supportive of the dashboard system and recognised the incremental process of the development taking place
- recognised that
 - there would be challenges ahead in moving from a paperless to electronic system within the community and in primary care
 - there was potential to include other data which would enhance the system for other healthcare professionals
- encouraged greater awareness of the Datix (incident reporting) system within the organisation and support for existing resources
- supported visibility of metrics for patients as widely as possible
- provided further suggestions in respect of the development of the system in consideration of the Corporate Planning update
- welcomed continued engagement with the development of the Living Healthier, Staying Well strategy and Annual Operating Plan in consideration of the Estates Strategy update
- suggested support for the development of a ward improvement programme instead of piecemeal approach
- welcomed the opportunity to input into strategic developments at an early stage and encourage greater consideration of sustainable development within the estate when developing their own service areas
- looked forward to receiving a future presentation on waste management
- Welcomed the opportunity to participate in an HPF workshop session on Follow up 3.3.17
- The HPF received a presentation from the Area Director (West) on primary care development.
- In consideration of the Corporate Planning update, HPF members were provided with a copy of the draft Annual Operational Plan for comment.
- A presentation was provided on research & development.
- The draft Annual Quality Statement was received and HPF would seek input and feedback from within their respective teams.
- The HPF were made aware of challenges regarding supervision and maintaining competencies of Advanced Nurse Practitioners within GP practices whilst allowing autonomous practice. This would be discussed further with the Area Director (West).
- Members were supportive of an aspiration for a multidisciplinary model of primary care in line with the Prestatyn model.
- The HPF would advise that BCUHB improved its awareness of research and development being undertaken within the community in order to maximise all opportunities which would in turn improve recruitment.

- The HPF would wish the Strategy Partnerships & Population Health Committee to investigate the potential for North Wales dental bursaries. Dr S Sandham would provide a briefing note for the SPPH Chair and Lead Executive.
- The HPF received an update on community optometry services and it was suggested that the Health Board should look into the Newport Wet AMD screening programme to see if it can be replicated in North Wales as the use of OCT scanning in the community would relieve the pressure on hospital diagnostic services.
- The HPF were keen that issues of high cost drug funding be shared with the Finance & Performance Committee. Mrs Sue Murphy advised that a letter was released in January 2017 following the Welsh Government announcement of the release of the first wave of £80m to Health Boards to support NICE & AWMSG drug recommendation implementation. BCUHB has received a significant allocation for 2016-17. WG have indicated that within the NMG/AWMSG appraisal process the horizon scanning process needs to be broadened and enhanced to capture the local clinician's opinion as to whether there was an actual need for the new drug that is scheduled to be appraised by NMG and then AWMS. This will require further investment into pharmacy staff to support the process for BCUHB

In addition

29.7.16

- Discussion with Chief Executive
- Discussion with Secondary Care Medical Director with focus on Ophthalmology and the All Wales Eye Plan
- Draft standards of business conduct framework policy
- Presentation on Engagement

The HPF

- Valued the discussions held with the CEO
- Following discussion on whether external independent and professional healthcare contractors were involved in the development of the Whole Systems Strategy, various contact details were provided by some HPF members.
- Opportunities were provided to feed into the Draft Staff Engagement Strategy and the draft Business Conduct Framework Policy. Members raised questions on whether the framework was applicable to locums, independent/external contractors and GP practices.
- Concerns were raised regarding recent increases in some pharmaceutical products which were forwarded to the Chief Pharmacist

Workshop 14.10.16 considered

The role of HPF and its members

How the HPF could enable contribution to the Health Board's thinking at an earlier stage

Escalation of HPF concerns

Full details of the issues considered and discussed by the Forum are documented within the minutes which are available on the Health Board's website and can be accessed from the following link:-<http://www.wales.nhs.uk/sitesplus/861/page/88168>

8.Focus for the year ahead:

The Forum has established a Cycle of Business for the year ahead covering the breadth of its work. This is attached as Appendix 1.

9.Key risks and concerns identified by this Forum in-year which have been highlighted and addressed as part of the Chair's assurance reports:

Meeting Date	Key risks and concerns identified
23.9.16	Continuity of membership, the chair discussed further work on making sure we had consistent representation from nursing.
6.1.17	suggested support for the development of a ward improvement programme instead of piecemeal approach
3.3.17	The HPF would wish the Strategy Partnerships & Population Health Committee to investigate the potential for North Wales dental bursaries The HPF were keen that issues of high cost drug funding be shared with the Finance & Performance Committee.

10 If appropriate, have these new risks been escalated as an issue of significance for consideration?

Yes, to the Board as part of the Chair's report.

*Key:

Red	= not on target to achieve all actions, and may not achieve these actions by the next quarter
Amber	= not on target to achieve all actions, but has plans in place to see these actions achieved by the next quarter
Green	= on target to achieve all actions

Appendix 1

Health Professionals Forum - Cycle of Business 2017/18

Item		May	July	Sept	Nov	Jan	Mar
Standing items							
Welcome, apologies	Secretariat, HPF	✓	✓	✓	✓	✓	✓
Declarations of Interest	Members declaration - <i>if applicable</i>	✓	✓	✓	✓	✓	✓
Items for discussion							
Corporate Planning – including updates on AOP/IMTP LHSW Strategy	Assistant Director Planning Assistant Director Health Strategy	✓	✓	✓	✓	✓	✓
Strategies under development - TBA (per Lead Director)							
Third Sector Strategy	Appropriate Executive Director						
Mental Health Strategy			Poss TBC				
Future Hospitals							
Primary Care							
HMP Berwyn (NW Prison)				Poss TBC			
Others as evolve in year – TBC							
Updates							
Estates developments	Director Estates and Facilities			✓			
Annual discussion with CEO	Chief Executive						
Seasonal Plan	Office of Chief Operating Officer						
Infection Prevention and Control	Assistant Nurse Director Infection Control			✓			
Engagement?	Assistant Director Communications						
Public Health?	Executive Director Public Health						
Performance focus	Performance Director						
University Status of Health Board	Executive Director Therapies & Health Sciences						
Draft Annual Quality Statement	Director Quality Assurance						✓
Strategic Equality – the year ahead Including annual report and	Head of Equality		✓				

recommendations							
Governance							
Chairs written update	Chair, HPF	✓	✓	✓	✓	✓	✓
Members written updates	All members HPF	✓	✓	✓	✓	✓	✓
Summary of information to be included in Chair's report to Board		✓	✓	✓	✓	✓	✓
Draft Advisory Group Annual report incl <ul style="list-style-type: none"> • COB approval • Terms of Reference review 							✓
Items received for information							
Adhoc items	Executive Director Therapies & Health Sciences	✓	✓	✓	✓	✓	✓
Minutes Quality, Safety & Experience Committee meetings	Office of the Board Secretary	✓	✓	✓	✓	✓	✓
Minutes of Professional Advisory Group meetings	Office of the Director of Nursing & Midwifery	✓	✓	✓	✓	✓	✓
NJPAC approved minutes <small>(20.4.17 – update by Di Platt - meet 3x per year 20.2.17, 5.6.17 & 20.10.17)</small>	Nigel Champ Directorate for Health Policy Business Unit, Health and Social Services Group, WG	✓	✓		✓		
Team Briefing Updates	Communications	✓	✓	✓	✓	✓	✓
Closing business							
Any Other Business	Members to raise with the Chair before meeting	✓	✓	✓	✓	✓	✓
Forward Plan – <i>next meeting items</i>	Cycle of Business	✓	✓	✓	✓	✓	✓
Dates of next meetings	Corporate calendar	✓	✓	✓	✓	✓	✓