

MINUTE of MEETING of the ST JOHN'S HOSPITAL STAKEHOLDER GROUP held within BOARDROOM 1, ST JOHN'S HOSPITAL on 9 APRIL 2014.

Present – Councillors John McGinty (Chair), Anne McMillan and Frank Toner and Maureen Anderson (Patient Representative) and by video link from Waverly Gate, Edinburgh – Alison Mitchell (Non-Executive Director of NHS Lothian Board).

Apologies – Agnes Ritchie, Chris Stirling and Professor John Iredale (NHS Lothian).

In attendance – Jim Crombie, Director of Scheduled Care, NHS Lothian, Jim Forrest, Director of West Lothian CHCP, Scott Prior, Laboratory ReNew Programme Manager and Mike Gray, Department of Laboratory Services.

1. ORDER OF BUSINESS

The Chair ruled that three reports be tabled to support the following items on the agenda:

Item 7: MRI Scanner Update

Item 8: Key Quality Indicators Update; and

Item 11: Transport Arrangements for Out-patient Appointments

2. DECLARATIONS OF INTEREST

Councillor Frank Toner declared a non-financial interest as a Non-Executive Director of Lothian Health Board and as Chair of the West Lothian Community Health and Care Partnership.

3. MINUTE

The Group confirmed the Minute of its meeting held on 12 March 2014 as being a correct record.

4. DEPARTMENT OF LABORATORY SERVICES UPDATE.

Mike Gray, Department of Laboratory Medicine, provided the Stakeholder Group with a presentation relating to the laboratories in the Lothian area. He advised that at the time of the presentation there were 19 laboratories across 4 sites in Lothian with a budget of over £30 million per annum.

The Group was advised that there were in the region of 14 million tests carried out each year, with the volume of tests increasing year on year. St John's Hospital (SJH) was the main processing site for 30 GP practices. It was noted that the service had 10 disciplines which included:

1. Haematology;
2. Biochemistry;

3. Blood Transfusion;
4. Microbiology;
5. Virology, Molecular Virology;
6. Clinical Genetics;
7. Molecular Genetics;
8. Cytogenetic;
9. Pathology, Molecular Pathology; and
10. Cytology.

Mr Gray went on to provide a breakdown of the Laboratory Medicine Strategy and the benefits and changes which had taken place at SJH. A breakdown was also given of the desired outcomes for the future of the laboratories at SJH and the effect of changes. Evidence was provided that turnaround could be managed following an incident in 2012 at St John's Hospital. However, the average turnaround time of tests carried out at the WGH was increased by an hour which was due to the increase in transportation time for samples to reach the WGH.

In conclusion, it was noted that the advantages of moving the work would mean more immediate access to specialist test repertoire in biochemistry and haematology at the WGH for GP work redirected from SJH, supporting future workforce planning and ensuring the best use of high throughput equipment.

A question and answer session then took place. Councillor McGinty asked what the proposals were for a consultation process to be carried out to share information with members of the public regarding the future proposals for the Department of Laboratory Medicine? It was agreed that feedback in relation to the proposals for consultation would be included on the agenda for the next meeting of the Stakeholder Group scheduled to be held on 7 May 2014.

Councillor McGinty also recommended that it would be useful to receive information in relation to the impact that moving this work would have on jobs within St John's Hospital. He also suggested that the presentation slides should include the advantages the changes would have on St John's Hospital in particular.

The Chair thanked Mr Gray and Mr Prior from the Department of Laboratories for attending the meeting.

#### Decision

- Noted the presentation by Mike Gray;
- Agreed that information regarding the consultation process be

included on the agenda for next meeting of the Stakeholder Group;

- Agreed that further details would be provided on the impact the proposed changes would have on jobs.

## 5. PAEDIATRIC SERVICES UPDATE

Jim Crombie provided the Stakeholder Group with an update in relation to the Paediatric Unit at St John's Hospital. He advised that the paediatric rota for April 2014 was fully populated and that work had commenced to secure the rota for May 2014.

Mr Crombie then advised that a six month recruitment programme was underway using a micro-site which would run in conjunction with standard recruitment advertising. The micro-site would be accessible from across the world with hyper-links available to key posts. Councillor Toner asked if it would be possible to provide details of how many hits the micro-site had received and also how many applications were received using the site. Mr Crombie agreed to provide an update to the next meeting of the Group.

The Chair thanked Mr Crombie for the update.

### Decision

1. Noted the update in terms of the Paediatric rota;
2. Noted the update in terms of staff recruitment; and
3. Agreed that the item of business would remain on the agenda for the next meeting of the Stakeholder Group which would include an update on the use of the recruitment micro-site.

## 6. MRI SCANNER UPDATE

The Group considered a report (copies of which were tabled at the meeting) from Agnes Ritchie, Site Chief Nurse for St John's Hospital, which provided an update in relation to the MRI Scanner.

The report advised that work was underway and although the build project was two weeks behind schedule, it was hoped that the scanner would become fully operational at the beginning of September 2014. Staff were being appointed into posts and technical training was being carried out for radiographers on both the Western General Hospital and Royal Infirmary Edinburgh sites.

In May, a short term working group would be set up to look at patient pathways, standard operating procedures, protocols, safety, etc. to ensure that St John's Hospital was fully compliant with other centres within NHS Lothian in terms of MRI Scanner.

The Group agreed that an update in relation to the progress of the build

project and short term working group be provided to the meeting scheduled to be held in June 2014.

Decision

1. Noted the contents of the report; and
2. Agreed that an update would be provided to the June 2014 meeting of the Stakeholder Group.

7. KEY QUALITY INDICATORS UPDATE

The Group noted a report (copies of which had been tabled) by Agnes Ritchie which provided details of the monthly summary of process and outcome quality measures.

The Group recommended that the item of business be carried forward to the next meeting to allow Agnes to speak to her report and provide an explanation in relation to the information contained therein.

Decision

Agreed that the item of business be continued to the next meeting of the Group.

8. HOSPITAL ACTIVITY UPDATE WITH YEAR-ON YEAR COMPARISONS (OUT-PATIENTS)

Jim Crombie provided the Stakeholder Group with an update on the outpatient activity at St John's Hospital for 2013/2014 compared to the 2012/2013 activity. The year-end information was now available, however, he highlighted that the update was for information purposed only as a number of validation checks required to be carried out.

The Stakeholder Group agreed that a presentation would be provided by Mr Crombie at the next meeting of the Group on the year-end outpatient activity at St John's Hospital. It was also agreed that a report would be submitted to the June meeting of the Group providing details in relation to in-patient year end day care activity at St John's Hospital

Decision

- Noted the update on the outpatient activity at St John's Hospital;
- Agreed that a presentation would be carried out at the next meeting of the Group; and
- Agreed that a report would be included on the agenda for the June meeting of the Stakeholder Group on in-patient year end day care activity at St John's Hospital.

9. PRESSURES ON HAEMATOLOGY SERVICES UPDATE

Mr Crombie provided the Stakeholder Group with an update in relation to staffing levels within the Haematology Service at St John's Hospital. He reported that staffing levels remained stable, with colleagues from the Western General Hospital provided support when required.

The Stakeholder Group agreed that the item of business be removed from the agenda and would only need to be revisited should any problems arise.

Decision

1. Noted the update in relation to staffing levels; and
2. Agreed that the item of business be removed from the agenda.

10. STROKE CARE DELIVERY AND UPDATE ON TRANSPORT ARRANGEMENTS FOR OUT-PATIENT APPOINTMENTS

The Stakeholder Group agreed that the Stroke Care Delivery update would be carried forward to the next meeting of the Group to allow Mr Stirling to provide an update.

The Stakeholder Group considered the Financial Operating Procedures – Patients' Travelling Expenses Scheme (copies of which were tabled). Mr Crombie then reassured the Group that detailed financial operating procedures were available to support patients travelling to hospital. Leaflets were also available to provide patients with information relating to travelling expenses.

A question and answer session then took place. Maureen Anderson asked if processes were in place to ensure that patients who were attending St John's Hospital on a regular basis under a treatment pathway received information that they could claim for travelling costs if eligible? Mr Crombie agreed to check this out and report back to the next meeting of the Group.

Decision

- Noted the update in relation to patients' travelling expenses; and
- Agreed to provide an update to the next meeting of the Group on the information on claiming travelling expenses that was available to patients' attending the hospital on a regular basis under a treatment pathway.

11. HOSPITAL AT WEEKEND UPDATE

The Group noted the report (copies of which had been circulated) by Chris Stirling which provided an update in relation to the Hospital at

Weekend project. The model was driven by the need to support the existing medical workforce in the medical and head and neck ward areas during the weekend.

The Group agreed that the item of business be carried forward to be considered at the next meeting to allow Mr Stirling to speak to the report.

Decision

Agreed that the item of business be continued for consideration at the next meeting of the Stakeholder Group.

12. WORK PLAN

The Stakeholder Group considered the work plan (copies of which had been circulated).

Decision

Noted the contents of the work plan.