



Minutes of EMEESY Network Annual General Meeting Stoke Rochford Hall, 4th October 2013, 2 pm

1. Minutes of meeting held on 5th October 2012

These were approved as an accurate record.

2. Matters arising

Two people have visited Nottingham over the past year and both found this a useful experience. If anyone else would like to take up this opportunity please let us know.

2. Feedback on network project

We have started talks with the commissioners about how we can further the network and our services. The March meeting was expanded to include nurses and dietitians. It is important to carry out a health needs assessment and what infrastructure is required to set up improved quality of care. Nursing funding is still a problem and it was felt that we need to be more specific about what the role is for nurses.

The steering group is now established and meets every 3 months.

3. Website

We have used some charitable funding to develop a new website, a mock up of which was shown to the meeting.

4. Documents to ratify

- Steering group terms of reference were ratified
- Link paediatric job description – it was agreed that the suggestion of time needs should be removed but should include PCVC and SPA time. To be posted on website once changes made and left for a month for comments. This can then be ratified
- Link nurse job description – these need looking at in a lot more detail
- Shared care clinic guidelines – it was agreed that letters should be dictated on the day of the clinic and typed up in the Trust where the clinic has been held. They should go out in a timely fashion. Relevant funding should be available.

5. Education meetings 2014

- Nephrourology meeting will be held on 21st March 2014 at East Midlands Conference Centre in Nottingham and the topic is to be “chronic kidney disease”
- Education meeting will be held on 10th October 2014 at Stoke Rochford Hall and the topic is to be “acute kidney injury”

6. Peer review

EMEESY network is to be involved in a pilot peer review project along with GOS and Southampton.

7. Audit

It was suggested that our first audit should be of the NICE quality standards for UTI, but it was pointed out that this may be more of a general paediatric rather than SPIN issue.

Action: *To take back to next steering group meeting*

8. Governance

A risk assessment of the network was discussed and this will be put on the website. Please let MTC or SJ know of any risks to add.

9. Pathways

A nephrotic syndrome pathway is being developed and this will be posted on the website when available.

10. BAPN update

Martin is now on the BAPN committee. He encouraged doctors to become a member of the BAPN. The cost for SPIN doctors is £30 a year.