

**Notes of the LSEBN ODN Board (Core Group)
Tuesday 25th September 2018**

In Attendance

- Jorge Leon-Villapalos
- Rachel Wiltshire
- Lisa Williams
- Nicole Lee
- Bruno Bothelo (Chelsea & Westminster Hospital – ODN Host)
- Gary Slegg (NHS England London)
- Michael Wiseman
- Pete Saggars

1 Chairs Introduction

Apologies received from: Alexandra Murray, Richard Macdonald, Sian Summers, Victoria Osborne-Smith

In the absence of AM, Jorge Leon-Villapalos acted as Chair and welcomed all to the meeting. The group was joined by three additional observers from the network Psychosocial Forum.

2 Notes of the previous meeting held June 2018

The notes of the previous meeting were noted and agreed. PS explained that the June ODN meeting had been dominated by the ODN M&M Audit meeting and only a short time was devoted to ODN business. All business issues discussed at the June meeting are on today's agenda.

3 Actions and matters arising

LSEBN ODN Annual Report 2017-2018

- PS has provided a final draft of the 17/18 annual report and JVL thanked everyone on the team for their contributions. The meeting briefly discussed the activity analysis at the rear of the report. The figures suggest there is a difference in the way each of the services defines and counts activity, with C&W accounting for almost 40% of all referrals to a specialised burn service in London & South East.
- From this subject, the group also discussed the effect of "refusals" on activity at C&W. The C&W service are currently providing only 2 burns ICU beds and this results in a significant number of cases being refused and being transferred to other services, inside and outside of the network. It was noted that the C&W ICU development is intended to increase the capability for burns ICU and this must lead to fewer cases being refused and referred elsewhere.

4. LSEBN Work Programme

Q2 Updates for 2018-2019

The ODN team gave a short briefing on Q2 progress with the ODN work programme.

LSEBN Network M&M Audit – Proposals for 2018-2019 Process

At the June ODN meeting, it was agreed that the network audit processes would be extended for future years. The national audit meeting remains a significant part of the clinical governance programme for all burn ODNs and it is proposed that the LSEBN network audit programme is altered to reflect the following:

- The network audit will be held on two occasions each year:
 - All Mortalities, April to September, will be discussed at the Winter MDT meetings, and;
 - All mortalities, October to March, will be discussed at the Summer MDT meetings;
 - Outliers of morbidity (unexpected survivors) will also be presented.
 - An independent audit chair will be invited to join the meetings;
- CPD recognition and sponsorship will be sought for the two audit meetings;
- Burn services will be encouraged to offer places to 10-15 members of the MDT at the meeting.

New, additional topics will be included in both the Summer and Winter meetings, including in December 2018, the following:

- A prospective audit of delayed discharges
- Professional topics from the MDT forums (nursing, psychosocial and therapies).

Action:

- ❖ **PS will write to all burn services to confirm the new audit arrangements.**

The LSEBN ODN has also agreed to undertake an audit (survey) of the current manpower / staffing arrangements across the whole of the network and the whole of the MDT.

Improving Value Schemes - Initial proposals from NHS England

At a meeting between NHS England (GS and VO-S) with AM and PS in June 2018, the ODN was invited to develop proposals for development schemes that would enhance care and provide improved value in specialised burns. NHS England indicated that there was some potential for the principal of “spend to save” to be utilised, with additional non-recurring funding being made available. From that initial meeting and a subsequent follow-up meeting between GS and PS, three potential schemes were identified:

- Burns education programme, focusing on improvements and extensions to the current Burn Care Advisor role;
- TRIPs and an enhancement of the current system with a mobile device App. This is aimed at improving ambulance assessment / triage and the pathway from incident to specialised burns, and;
- Repatriation, involving an improved process to discharge / step-down patients from specialised burn care to DGH / community services, for patients who have on-going health or social care needs, but who no longer require specialised burn care.

At the meeting, questions were asked about the process and timescales for these and any further proposals. GS confirmed that these “plan-on-a-page” (POP) proposals would need some further detail (including costs and benefits) but that initial approval through the NHS England commissioning group must take 1-2 months. Once a scheme is approved, a formal Project Initiation Document (PID) would be needed to take schemes forward.

PS noted that this initiative was being driven by NHS England London, and that the other regional commissioners were not engaged in a similar process. It was acknowledged that as a network, we are committed to equity of access across the whole ODN area and that any service-specific schemes must be first piloted at Chelsea & Westminster.

JVL and PS commented on the significant opportunities for added value through a reconfiguration and rationalisation of specialised burn care in London and the south east. Whilst the LSEBN has offered a “vision” for the future of burn care in the network, no formal proposal was made for the location of services and levels of care. PS remarked that the issue for London was not unique in England and that to ensure that there is access to a future -proof, resilient and responsive specialised burn care system, a national configuration debate was needed.

EPRR Mass Casualty and Major Incidents

National Burns Annex

PS reported that the burns T&F group reviewing the Burns Annex to ConOps was meeting in October. The group, led by the Northern Burns ODN, will be looking at a small number of known deficiencies in the draft Annex, including the make-up and deployment of the Burn Incident Response Teams (BIRTs) and aspects of the communications and command process.

National Exercise Phoenix

This Public Health England, national exercise was initially due to be undertaken in February 2018, but bad weather caused a postponement. The exercise will now take place on Tuesday 30th October.

Action:

❖ **PS will write to all burn services to confirm the exercise arrangements.**

Midlands and East Exercise Horseshoe

PS also explained that a regional exercise was being planned for an incident in the East of England. A planning team has started to look at the scope and objectives for the exercise, which is expected to take place over two days, in mid to late March 2019. Further information and detail will be reported at the December ODN.

6

LSEBN Finance

2018-2019 Budget Statement

PS presented the M5 budget report and forecast year-end position for the ODN team. The current position indicates that the ODN budget will again provide a surplus on income, amounting between £30-35k. There is uncertainty about the precise forecast, due to the senior nurse vacancy and the C&W overhead fee, and it was agreed that, for planning purposes, the surplus should be considered at £30,000. It was agreed that the ODN team would hold-back £5,000 to cover network-wide initiatives, and therefore, £25,000 will be made available for services.

Proposals for 2018-2019

As in previous years, the ODN has agreed that the surplus must be utilised for staff development, training and education. Services will also be invited to submit credible proposals for non-training developments. This would include small items of equipment, or travel expenses for external conference speakers. The allocation will be made available in the same proportion as previous years:

Service	(Level) Weighting	Amount
Chelsea & Westminster	(CUF) 3	£6,250
St Andrews Broomfield Hospital	(CUF) 3	£6,250
Queen Victoria Hospital	(UF) 2	£4,167
Stoke Mandeville Hospital	(UF) 2	£4,167
Oxford John Radcliffe Hospital	(F) 1	£2,083
Royal London Whitechapel	(F)1	£2,083
		£25,000

Action:

❖ **PS will write to all burn services to confirm the proposals for development funding 2018-2019.**

7 **Commissioning Issues**

Major Trauma CRG and Burns Quality Dashboard

PS briefly explained that the CG Chair, Chris Moran, has made an approach related to a potential review of the Burns Quality Dashboard. The National ODN group is to discuss this issue at its next meeting on 1st October. CRG members and IBID have been invited to the meeting.

Commissioning facility services in London

During the earlier discussion about “improving value” (see above) there was a discussion about the proposed development of a burns facility at RLH Whitechapel. PS reported that the discussions between the Trust and NHS England had stalled during the early part of 2018, partly due to the debate switching to potential for a larger service (unit or centre) and partly because of the funding issues related to the change of commissioning responsibility for patients currently seen at St Andrews. It was agreed that the development of a facility in East London remained a high priority for the network, and the discussion between stakeholders must be reinvigorated.

Action:

- ❖ ***PS will write to the RLH service and management leads to open a new dialogue about the proposed facility.***
- ❖ ***GS will communicate with Stuart Rowe and VOS to ascertain the situation at NHS England.***

8 **National Burn Standards Review Group (BSRG)**

PS gave an update on progress with the final draft *British Burn Association National Standards for Provision and Outcomes in Adult and Paediatric Burn Care, 2018* document. A draft version has now been sent to all BBA members for comment, with an extended deadline in mid-October.

It is planned for the final document to be published by the BBA before 31st October 2018.

The new Burns Standards will be subjected to an ODN Self-Assessment process. PS had circulated a draft of the assessment proforma (MS Excel).

Date of next meeting(s)

- ❖ Thursday 13th December 2018: 10.30-15.00
LSEBN Network Winter Audit and Education Day
Venue to be confirmed