

DRYAD WARD MEETING 4th March 2002.

PRESENT.

Code A

Anita Tubbritt,

Code A

Code A

Code A

APOLOGIES.

Code A

Code A

Code A

Minutes.

Outstanding Business

LINEN – appear to be no further problems with supplies of sheets. Code A

to speak to League of Friends re: purchasing towels,

PATIENT ACTIVITIES –this was discussed – some patients has expressed a wish to knit, perhaps squares for a blanket. Staff also suggested ‘Chairobics’ and manicure sessions. Donations of wool, knitting needles would be appreciated. Code A

Code A to ask Lof F for drawing materials. We now have a volunteer helper, a student from St. Vincent College, for two days per week.

BAGS - provision of apron and yellow bag dispensers – Code A to ask Code A Paxton.

PATIENT CENTRED CARE.

Following from the ‘GNDP’ workshops, staff was asked to consider patients as individuals, especially in their care.

‘Poorly patients’ left in nightclothes – it was decided that where possible the patient’s own preference should be considered. It was felt, by some, that dressing patients helped them to distinguish night from day.

Names on careplan folders – this was discussed. Some staff felt that visitors only might consider the use of Christian names ‘disrespectful’. It was generally agreed that patients were called by their Christian names, at their own wishes. Code A to acquire new folders, without removable title tabs, so whole names can be recorded in future.

SIMULATED ARREST.

These will be held regularly, day and night time. The next is scheduled for the end of the month. Feedback from the earlier simulated arrest was good – response was appropriate, despite they’re only being two staff on the ward at the time! Reports from such events will be kept on file, on the ward

DRUG CHARTS

Nearly all trained staff have completed their drug assessments. There are still some ‘gaps’ on drug charts, remember these can count as drug errors, please be vigilant, as we will have a drug audit soon.

Drug administration for HCSWs books to be ‘chased up’

STUDENT WELCOME PACK.

This is in progress. **Code A** will bring pack to next meeting.

CVA PATIENT POSITIONING.

We can position patients for comfort, as they desire. Pillows do not need to be positioned horizontally whilst in bed.

LENGTH OF HANDOVERS.

We should try to keep to 15-minute time slot. During the day, when late staff come on duty they should see if they are required to help with lunches, before receiving handover. Staff to think of ideas of how to keep handovers concise, for the next ward meeting.

Staff expressed their concerns about trained staff cover/replacement, with **Code A** about to leave and **Code A** out sick.

AS FROM NOW PLEASE USE THE FOLLOWING NUMBER AS PART OF YOUR PAYROLL NUMBERS:

555 INSTEAD OF 055.

Date and time of next ward meeting to follow.