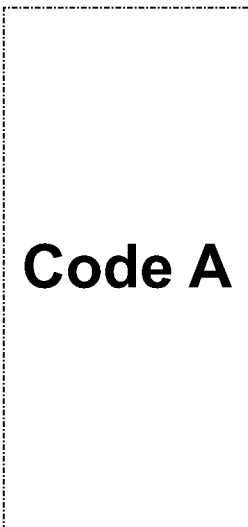


Dryad Ward Meeting 19th December 2001

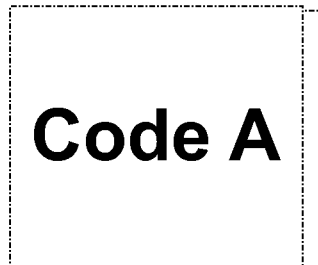
Chairperson - Senior Staff Nurse Ginny Day

Present:



Anita Tubbritt

Apologies:



Outstanding Business

Code A the Pharmacist has produced an analgesic ladder as a guidance for GP's Out of Hours prescriptions. To be kept in Pharmacy Folder. We currently have a guideline for analgesia for palliative care. Code A is in the process of producing a list of commonly used drugs on the ward. Code A clarified MRSA care plans.

Drugs

It has come to my attention that community hospitals have annual drug assessments. There are not regular occurrences on this ward. Some of the night staff have been assessed. Drug assessments are not common procedures post registration in acute hospitals. Toni Scammell will be participating in the occasional drug round on the ward as part of her drug audit which is scheduled for the New Year.

Syringe Driver Audit

At the last ward meeting I confirmed that we were participating in a trial of paperwork relating to syringe drivers. This trial has ended. Drugs to be prescribed on drug chart only. Continue to use syringe driver record charts to monitor patient.

Drug Administration

There is a marked improvement in drugs charts, but there is still the occasional gap which is not documented, please continue to be vigilant as we are accountable for our omissions. Dr Yikona has co-operated in ensuring that drug charts are reviewed as necessary.

Documentation

Our assessment documentation on admission is not satisfactory. The amount of information accumulated is variable. A standard admission form is in the final stage of completion. It is hoped that this will be used throughout the hospital, so transfer between wards will involve less paperwork. It is hoped that these forms will be circulated in January. In the meantime please use the 'tick box' paperwork from a previous trial I believe you undertook in the summer. Remember of review assessment tools and action if necessary.

Teaching

I have already spoken to many of you about a rolling programme of teaching for Support Workers in the hospital. If any Staff Nurses are interested in participating in this come and see me. Support Workers please indicate in writing to me if there are any topics that you would like more input.

Courses

Toni Scammell has put every Staff Nurse forward for a course next year pending funding. Many of you indicated an interest in more than one course, I believe that she has tried to be as fair as possible in her allocation.

Assessors Course

There are changes in the assessors training. New courses will be available next year. Details to follow.

CHI

A reminder that CHI will be on the wards from the 7th-11th January 2002. They have selected who they will interview, but I'm sure they will speak to many of us during the course of our work.

1. Arrival General Office Check out General Office - Carol Harrington CHI Co-ordinator
 Small Meeting Room - Coffee - (Interviewees) - Viv
 CHI - Seminar Room
 • Meeting Room)
 • Bridget Howes) Upstairs
 • Toni Scammell)
 • Patient Affairs

2. CHI Team wear badges - if not - challenge them
3. Ad hoc meetings at handover and mealtimes. Dr around? Ward round. If patients want to talk to CHI they will make other arrangements for this.
4. At the beginning of the interview CHI will give us a brief caution.

Any Other Business

- There is often a shortage of linen on the wards. **Code A** to be informed.
- Please ensure that all patient clothing is placed in correct bag as some have gone missing.
- Please ensure that the sluice is kept clean.
- **Code A** and **Code A** are both leaving. **Code A** will have a drink and mince pie 4th January 2002 in the Activities Room.

Date and time of next Ward Meeting - Wednesday 23rd January 2002.