

**NOTES OF A CHI RECOMMENDATIONS WORKING GROUP  
(Nursing / Pharmacy)  
HELD ON 4 JUNE 2003**

Present:

**Code A***Ann Turner***1. Apologies:****Code A***Caroline Harrington***2. Progress****Recommendation 2**

In terms of evidence associated with these, **Code A** agreed to send the agenda and notes of GP Committee meetings to **Code A** and **Code A** via **Code A**

**ACTION :****Code A****Recommendation 8**

**Code A** agreed to provide **Code A** with the proposal to review swallowing training and develop same.

**ACTION:****Code A****Recommendation 10**

**Code A** to check with Ann Dalby regarding the Essence of Care action plans.

**ACTION:****Code A****Recommendation 12**

**Code A** to seek an updated copy of the information leaflet about services at Gosport War Memorial Hospital. In addition, **Code A** agreed to provide **Code A** with the action plan arising from the CHC communication study at Gosport War Memorial by mid June.

**ACTION:****Code A**

Lastly, **Code A** agreed to have the "Because We Care" booklet reprinted and to send a draft copy of this to **Code A** as soon as it was available.

**ACTION:****Code A****Recommendation 15**

**Code A** to ask the service managers to provide the terms of reference for any nursing reference groups which have been established.

[Code A] to check with Ann regarding terms of reference for the Nursing strategy implementation group.

**ACTION:** [Code A]

### Recommendation 17

It was noted that Ann Turner had been invited to join the East Hampshire Complaints panel and Ann agreed to secure the terms of reference for this.

**ACTION:** AT

### Recommendations 19 & 21

[Code A] will discuss with [Code A].

**ACTION:** FC

### 3. Date and Time of Next Meeting

It was agreed that there would be no further meetings of this group. However, [Code A] [Code A] would meet to agree how progress with the nursing recommendations was monitored into the future. It is likely that these will be contained in the quarterly service review.

### 4. Evidence Gathering

Kathryn Rowles, Noreen Kickham have produced a schedule of required evidence to support the actions taken against the CHI Action Plan. This was provided to those present. Much of the evidence is already available and this will be sent to [Code A] by [Code A] and Ann where appropriate.

**ACTION:** JP / AD

Any other evidence which group members have should be sent to [Code A] at the earliest opportunity.