

PORTSMOUTH AND SOUTH EAST HAMPSHIRE HEALTH AUTHORITYTHE GOSPORT HOSPITAL

Minutes of the Gosport Heads of Departments meeting held on Thursday 22 December 1988.

Those present

- Mr Abbotts
- Mrs Evans
- Mr Oakley
- Miss Young
- Mr Saunders
- Mrs Hall
- Mrs Proudfoot
- SN Astridge
- Mrs Paxton
- Sister Hunter
- Sister Lock
- Sister Goldsmith
- Mrs Mather
- SN Hamlyn

9/88 APOLOGIES

- Sister Joines
- Sister Robertson
- Sister Green
- Mrs Exton

10/88 MINUTES OF THE MEETING HELD on Thursday 24 November 1988

97/88/4 Outpatient Monitoring

The exercise scheduled to take place in the Outpatients Department is for three weeks and NOT for eight as stated.

This amendment being made to the minutes they were accepted as being correct.

101/88 TEAM BRIEFING

(a) Core Brief

Mr Abbotts briefed the Heads of Departments on the core information following which copies were circulated to those present.

(b) Local Brief

1 Smoking

Mr Abbotts informed the group that commencing January 1989 the Health Promotion and the Personnel Department will be undertaking a series of visits to premises within the Unit to promote Non-Smoking.

2 Clinical Nurse Grading

Mr Abbotts informed the group that the Unit was aiming towards mid January 1989 to hear the appeals of nurses who were not satisfied with the outcome of their grade. It was also reported that the delay in issuing job descriptions does not prevent nursing staff from submitting an Appeals Form.

Minutes of the Gosport HODS meeting held 22 December 1988 continued

3 Competitive Tendering

The group were informed of the competitive tendering programme the District are working toward, during the discussion the following was noted.

Laundry Services The next contract is scheduled to start 1 April 1990.

Catering Services - Fareham and Gosport The next contract will start between 1 January 1990 and 1 July 1990.

Gardening Services The new contract will start on 1 April 1990

Other Services This includes Domestic, Portering, Caretaking and in some Units Security and Housekeeping services may also be included, contract will commence on September 1990.

4 X-Ray

Mr Abbotts informed the group that tenders for the installation of the Data Processing machine for the X-Ray Department was due to be returned by 12 January 1989 and that hopefully the work would commence week beginning 23 January 1989. Details of the programme of works would be circulated to the Heads of Departments once they had been finalised.

102/88 ANY OTHER BUSINESS

(i) Mayor's Christmas Visit

Mr Abbotts informed the group of the arrangements for this year's Christmas Day's visit by the Mayor of Gosport, the times of the visits for each premises are as follows:-

Gosport War Memorial Hospital	10.00am
Redclyffe Annexe	10.30am
Blake Maternity Home	11.00am
Northcott Annexe	12.00 noon

(ii) Presentation

The group were informed that the Gosport branch of Woolworth's had presented the Hospital today (22 December 1988) with a 20lb box of chocolates for the patients at Christmas.

103/88 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday 26 January 1989 at 12.15pm in the meeting room.