

# minutes

## COBIS Steering Group

Thursday 9<sup>th</sup> September 2021 – 10:00 to 12:00

### Microsoft Teams

**Author:** Ms Leanne Baxter-Ramsay

**Filepath:** K:\09 PCF\NSD\NMCNs & NMDNs\Networks\COBIS\Steering Group\Mins\2021\September

### Confirmed Attendance:

Mr David McGill	Lead Clinician (Chair)	NHS National Services Scotland
Mr Alain Curnier	Consultant Plastic Surgeon	NHS Grampian
Ms Stella Digba	Senior Charge Nurse	NHS Tayside
Ms Claire Gardiner	Chair	Scottish Burned Children's Club
Dr Murray Geddes	Clinical Lead for Critical Care	NHS Lothian
Ms Jennifer Greenhowe	Consultant Plastic Surgeon	NHS Grampian
Mr Gavin Hallford	Data Analyst, IMS	NHS National Services Scotland
Dr Kim Kirkwood	Clinical Psychologist	NHS Greater Glasgow & Clyde
Ms Kirsty Munro	Consultant, Plastic Surgery	NHS Tayside
Mr Kaz Rahman	Consultant, Plastics	NHS Grampian
Mrs Sharon Ramsay	Clinical Nurse Specialist in Paediatric Burns	NHS Greater Glasgow & Clyde
Mr Jamie Nimmo	Programme Manager	NHS National Services Scotland
Ms Leanne Baxter-Ramsay	Programme Support Officer (Minutes)	NHS National Services Scotland

### Confirmed Apologies:

Mr Hilal Bahia	Consultant, Plastic & Burns	NHS Lothian
Dr Lisa Black	Consultant, Emergency Medicine	NHS Ayrshire & Arran
Ms Gillian Calder	Physiotherapist	NHS Greater Glasgow & Clyde
Dr Rebecca Crawford	Consultant Clinical Psychologist	NHS Greater Glasgow & Clyde
Ms Julie Gordon	Consultant, A&E	NHS Ayrshire & Arran
Mrs Angela Harris	Head of Scotland	Changing Faces
Dr Kim Kirkwood	Clinical Psychologist	NHS Greater Glasgow & Clyde
Mrs Claire Lawrie	Senior Programme Manager, IMS	NHS National Services Scotland
Dr James MacBrayne	Consultant – Critical Care & Anaesthesia	NHS Grampian
Ms Deborah McCallum	Surgical Nurse Practitioner, Plastic Surgery	NHS Fife
Dr Chris McGovern	CT1, Acute Division Wide functions	NHS Greater Glasgow & Clyde



Chair  
 Chief Executive  
 Director

Keith Redpath  
 Mary Morgan  
 Susi Buchanan

*NHS National Services Scotland is the common name of the Common Services Agency for the Scottish Health Service*

Mrs Valerie McIntosh	Ward Sister, Plastics	NHS Grampian
Dr Lia Paton	Consultant In Intensive care and Anaesthesia	NHS Greater Glasgow & Clyde
Mr Alastair Turner	Consultant Paediatric Intensivist, PICU	NHS Greater Glasgow & Clyde
Mr Stuart Waterston	Consultant Plastic Surgeon	NHS Tayside
Mr Stuart Watson	Clinical Director for Plastic Surgery	NHS Greater Glasgow and Clyde

## 1. Welcome, Apologies and Introductions

Mr David McGill (Consultant Plastic Surgeon, NHS Greater Glasgow and Clyde, COBIS Lead Clinician and Chair) welcomed everyone to the meeting. Apologies were noted as above.

## 2. Minutes & Actions from the Last Meeting

Minutes from the previous meeting were approved by the group as an accurate record.

## 3. National Burns Hub/

Mr McGill updated group members that the Service Level Agreement between Greater Glasgow and Clyde and National Services Division (NSD) for the Scottish National Burns Hub had yet to be signed-off, with the finance profile to be confirmed. It was anticipated that once sign-off was finalised, the service plan to work through a transition period of implementation could continue. Mr McGill advised that by implementing a phased approach, this would allow adequate time for recruitment of additional staff. Mr McGill went on to note that there could be delays in sign-off due to current pressures from COVID-19. It was agreed that an update would be circulated to group members, once the Service Agreement had been signed off.

**Action: Mr McGill/ Mr Nimmo to circulate update to Steering Group members, once Service Agreement has been signed off.**

Mr Jamie Nimmo (Programme Manager, NHS National Services Scotland) updated the group that an agreement had been made for the network to take a lead on a stakeholder mapping exercise as part of the implementation of the Scottish National Burns Hub. This action had been assigned to the Communications and Engagement Subgroup.

Mr McGill went on to advise that there were current challenges with ITU beds, in light of continued COVID pressures. It was noted that due to this, referrals would have to be dealt with on a case-by-case basis from other units.

## 4. Update from Education Group

Mr McGill provided an update to members on the latest developments from the Education Group, in the absence of Mr Hilal Bahia (Consultant, Plastic & Burns, NHS Lothian). It was advised that the Annual Education Event had been scheduled for 17<sup>th</sup> November 2021. He noted that a 'hold the date' and formal programme would be circulated to Steering Group members shortly.

**Action: Mr Nimmo to circulate a "Hold the Date" for the Annual Education Event**

Mr McGill went on to advise that this event would be held virtually this year, with a hope that next year could be arranged as a face-to-face event. He advised that the event would benefit from presentations by an international speaker, and updated that Ms Helen Douglas (Consultant Plastic Surgeon, Perth Australia) had been invited to speak to provide an international perspective on burns scarring and laser treatment. It was advised that the event programme would include the following:

- Burns Aftercare: Psychology, Scottish Burned Children's Club, Changing Faces and Dan's Fund A round table discussion on rehabilitation and support for patients

- A presentation on toxic shock
- Case reports from junior members of staff from each unit

Mr McGill invited Steering Group members to consider case submissions from their units by colleagues and/or trainees which could be discussed during the case reports segment.

**Action: All group members to consider submissions for case discussions at Annual Education Event**

Mr Nimmo advised group members that work updating the Clinical Guidelines had now been completed. He noted that all relevant guidelines were transferred onto the new template, and were now available on the COBIS website. He went on to discuss that the Education Group were now focussing on updating and creating COBIS versions of patient information leaflets. The group were initially tasked with dividing each of them between the four main units to adapt. However, Mr Nimmo advised Steering Group members that preliminary work highlighted information leaflets already in existence at local level. To avoid duplication, the group agreed to undertake a scoping exercise to ascertain what leaflets are currently readily available in Boards. A spreadsheet was created to monitor this item, and it was agreed the document would be re-circulated to Steering Group members to progress the completion of this task.

**Action: Mr Nimmo to recirculate spreadsheet, capturing information on existing patient information leaflets within Boards**

Mr Nimmo discussed that the Education Group were still working on getting the Regional Burns Management training up and running again. Mr McGill confirmed that he would work with Mrs Sharon Ramsay (Clinical Nurse Specialist in Paediatric Burns, NHS Greater Glasgow and Clyde) to get the NHS Greater Glasgow and Clyde-hosted training session up and running as soon as possible.

**Action: Mr McGill to organise NHS Greater Glasgow and Clyde-hosted Burns Training**

Ms Kirsty Munro (Consultant Plastic Surgeon, NHS Tayside) queried how many people had completed the online Continulus training during the last year. Mr Nimmo presented the continuous figures from data period July 2020 to March, which highlighted 43 completions. It was noted that there was yet to be an update for this year. Mr Nimmo advised that this would be available within the Mid-Year Report, and available to view next month.

**5. Update from Communications and Engagement Group**

Ms Ramsay provided members with an update of the latest developments from the Communications and Engagement Group. She advised that a Scottish Children's Burns Club family event had been hosted recently. She advised that the event was a success, and initial feedback from attendees had been extremely positive.

Ms Ramsay went on to discuss the stakeholder mapping item that had been agreed at NSD level. It was highlighted that this work would be beneficial to local level colleagues, as it would support them to understand where other regions refer to. Mr Nimmo advised that it was envisioned that this work would be progressed thoroughly once a new PSO was appointed into the network.

**Action: Communications and Engagement Subgroup to carry out stakeholder mapping exercise on behalf of the Scottish National Burns Hub**

**6. Update from Data Group**

Mr McGill updated members on the latest developments from the Data Group, in the absence of Dr Lia Paton (Consultant in Intensive Care and Anaesthesia, NHS Greater Glasgow and Clyde).

Mr McGill advised that Dr Paton had created a proposed dataset, based on feedback from the Clinical Audit System (CAS) User Survey that was carried out earlier in the year. The proposal includes quality assurance and incorporates some of the national burns standards. It was envisaged

that the proposed improvements would make data entry using the current CAS platform more accessible and meaningful. It was agreed that the spreadsheet with the proposed changes would be circulated to all Steering Group members for final comment.

**Action: Mr Nimmo to circulate proposed CAS changes to Steering Group members for comment**

Mr McGill went on to suggest the new dataset could implement some small-scale changes into CAS to streamline some elements. He noted that CAS is a useful platform, but is not up to modern standards for accessibility and user-friendliness. Mr McGill discussed comparisons of the CAS platform to another called Power apps. It was proposed that the network could consider a move to another platform that was more fit for purpose. Mr McGill noted that this platform was much more user-friendly, less time-consuming and provides easier access to input data. However, he noted that use of this platform was quoted at around £30,000, and that NSD development time for progressing could take up to a one-year.

Mr Nimmo presented the draft dataset document to the group on Dr Paton's behalf. After some group discussion, Mr McGill sought endorsement from the group to explore a transition to another data entry platform. The group were in agreement for the network to scope the feasibility of this item. However, Mr Nimmo noted that due to the commissioning of a national burns service, it was unlikely that COBIS would be considered a priority network for such investment at this stage. In the short-term, it was agreed for the smaller scale changes were to be implemented on the CAS, based on final feedback via the circulated spreadsheet

**Action: COBIS Steering Group members to provide feedback on proposed changes to CAS**

## **7. Any other Business**

Ms Claire Gardiner (Chair, Scottish Children's Burns Club) discussed that a short video or podcast had been proposed that would highlight the work of the Scottish Children's Burns Club and scarring information. It was agreed for Mr Nimmo to get in touch to discuss progression of this item.

**Action: Mr Nimmo to discuss short video on scarring with Ms Gardiner at the next SBCC project meeting**

Mr Nimmo advised Steering Group members that the Mid-Year Report would be available from October 2021 and would be circulated to members once published on the COBIS website.

**Action: Mr Nimmo to share Mid-Year Report with Steering Group members when available**

Mr Alain Curnier (Consultant Plastic Surgeon, NHS Grampian) congratulated Mr McGill, Mr Watson, Mr Nimmo, Mr Hallford and the rest of the network on their achievements throughout the last few years. Mr Curnier emphasised the importance of retaining the network and the value it adds in terms of education, data and general communications. He noted that as national networks go, COBIS is one of the most successful examples.

Mr McGill advised group members that COBIS's Annual Performance Review was upcoming, and encouraged all members to attend if their diaries allow. It was noted that the network would be reviewed to a degree on an annual basis with the introduction of the Scottish National Burns Hub. Mr McGill strongly argued that it would be to the benefit of both that they continue in parallel. The Steering Group members all agreed with this.

**Action: Mr Nimmo to circulate the APR date for Steering Group members to attend where possible**

## **8. Date of next meeting**

The next Steering Group Meeting was agreed for Thursday 27<sup>th</sup> of January 2022, 10am to 12pm.