

# minutes

## COBIS Steering Group

Thursday 3<sup>rd</sup> March 2022 – 10:00 to 12:00

### Microsoft Teams

**Author:** Ms Stephanie Hales

**Filepath:** <K:\09 PCF\NSD\NMCNs & NMDNs\Networks\COBIS\Steering Group\Mins\2022>

### Confirmed Attendance:

Mr David McGill	Lead Clinician (Chair)	NHS National Services Scotland
Ms Jacqueline Dunlop	Interim CSM, Burns and Plastic Surgery	NHS Greater Glasgow & Clyde
Mr Martin Esposito	Consultant Paramedic	Scottish Ambulance Service
Ms Claire Gardiner	Chair	Scottish Burned Children's Club
Ms Jennifer Greenhowe	Consultant Plastic Surgeon	NHS Grampian
Mrs Angela Harris	Head of Scotland	Changing Faces
Ms Jacqui Ivison	Senior Charge Nurse	NHS Greater Glasgow & Clyde
Ms Roselynn Kennedy	Charge Nurse	NHS Great Glasgow & Clyde
Dr Kim Kirkwood	Clinical Psychologist	NHS Greater Glasgow & Clyde
Dr James MacBrayne	Consultant – Critical Care & Anaesthesia	NHS Grampian
Dr Chris McGovern	CT1, Acute Division Wide functions	NHS Greater Glasgow & Clyde
Dr Lia Paton	Consultant In Intensive care and Anaesthesia	NHS Greater Glasgow & Clyde
Mrs Sharon Ramsay	Clinical Nurse Specialist in Paediatric Burns	NHS Greater Glasgow & Clyde
Mr Daniel Widdowson	Consultant Plastic Surgeon	NHS Lothian
Mr Jamie Nimmo	Programme Manager	NHS National Services Scotland
Ms Stephanie Hales	Programme Support Officer (Minutes)	NHS National Services Scotland

### In attendance:

Ms Eleanor Robertson	Clinical Research Fellow	NHS Greater Glasgow & Clyde
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### Confirmed Apologies:

Dr Lisa Black	Emergency Medicine Consultant	NHS Ayrshire & Arran
Ms Gillian Calder	Physiotherapist	NHS Greater Glasgow & Clyde
Dr Rebecca Crawford	Consultant Clinical Psychologist	NHS Greater Glasgow & Clyde
Dr Julie Gordon	Consultant, A&E	NHS Ayrshire & Arran
Mr Gavin Hallford	Data Analyst, IMS	NHS National Services Scotland
Mrs Claire Lawrie	Senior Programme Manager, IMS	NHS National Services Scotland
Mr Peter Lindle	SAS Head of Service, Air Ambulance	Scottish Ambulance Service
Ms Deborah McCallum	Surgical Nurse Practitioner, Plastic Surgery	NHS Fife



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*

## 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. Introductions were made and 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, with the exception of one amendment. Dr Kim Kirkwood (Clinical Psychologist, NHS Greater Glasgow & Clyde) advised that she attended the last meeting but her name was noted under both the 'Confirmed Attendance' and 'Confirmed Apologies' sections.

**Action: Ms Stephanie Hales (Programme Support Officer, NHS National Services Scotland) will remove Dr Kirkwood's name from the 'Confirmed Apologies' section of the minutes.**

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

## 3. National Burns Hub

Mr McGill began by updating group members on the National Burns Hub. He noted that National Services Scotland have provided funding to NHS Greater Glasgow & Clyde for their Burns Hub to go live. This was back funded to April 2021. Mr McGill advised that NHS Greater Glasgow & Clyde are taking all children with complex burns and all adults, except those in NHS Lothian. There has been issues in the Glasgow Royal Infirmary with air handling in the intensive care unit and negotiations are ongoing between NSD and NHS Greater Glasgow and Clyde. NHS Lothian would continue to manage the adult complex burns until an agreement is reached. The aim is for a full go live date of October 2022, but this has still to be signed off. Mr McGill advised he would obtain formal notification from COBIS and NSD to enable an update to be provided to relevant stakeholders.

The COBIS website contains an updated page detailing referral criteria and also transfer pathways. The hub would also take complex difficult burns in areas such as face, hands and perineum or very elderly patients and young babies with significant burns that may not meet the criteria contained within the pathway.

Mr Martin Esposito (Consultant Paramedic, Scottish Ambulance Service) raised concern over engagement with the ambulance service and what would be expected of them going forward. Following discussion, it was agreed that Mr Esposito, Mr Peter Lindle (SAS Head of Service, Air Ambulance) and Mr McGill would meet Dr Andrew Inglis (Associate Medical Director for Scot Star) to further discuss any change of pathway from an ambulance perspective.

**Action: Ms Hales and Mr Jamie Nimmo (Programme Manager, NHS National Services Scotland) will organise a meeting between Mr Esposito, Mr Lindle, Mr McGill and Dr Inglis.**

Dr Lia Paton (Consultant in Intensive Care and Anaesthesia, NHS Greater Glasgow and Clyde) commented that the document around secondary transfers on the COBIS website is out of date and should be updated.

**Action: Ms Hales and Mr Nimmo will update the COBIS website with the correct transfer document.**

Mr Daniel Widdowson (Consultant Plastic Surgeon, NHS Lothian) asked whether there was any work being undertaken to help clinicians accurately define burn injuries prior to transfer. Mr McGill advised that there was work ongoing on an internal telemedicine pathway in NHS Greater Glasgow and Clyde but it is at very early stages.

## 4. Update from Education Group

Mr McGill provided an update to members on the latest developments from the Education Group. He advised that Mr Hilal Bahia (Consultant, Plastic & Burns, NHS Lothian) had stepped down from his role as sub-group lead. Mr McGill appealed for volunteers to take on the role and asked for any volunteers to contact himself or Mr Nimmo.

**Action: Any group members interested in taking on the sub-group lead role should contact Mr McGill or Mr Nimmo.**

Mr McGill advised that burns training sessions have been delivered by himself and by Mrs Sharon Ramsay (Clinical Nurse Specialist in Paediatric Burns) with a further session due to be held shortly.

Mr McGill noted that the group are in the process of developing a clinical directory to include all the emergency departments nationally to enable the network to disseminate information more efficiently. He advised that Mr Nimmo may be in touch with regions to obtain updated contacts. The list would be maintained by the network going forward.

Mr McGill advised that the clinical guidelines, which can be found on the COBIS website, were currently being reviewed. A new guideline would also be written on the management of elderly and frail patients and discussion was ongoing around a new COBIS formulary clinical guideline.

Mr Nimmo advised that the Patient Information Leaflets on the COBIS website were currently being switched to a unified COBIS branded leaflet. Mr McGill was in the process of reviewing these. Once reviewed, they will be uploaded to the COBIS website.

## **5. National Education Event**

Mr McGill provided members with an update on the next event. The event was postponed from November 2021, due to COVID. The anticipated date for the next event is 25<sup>th</sup> May 2022 and would be held virtually. Mr McGill noted that he was in the process of confirming key speakers, including a talk on the use of laser in burns scarring and a psychology session from the Scottish Burned Children's Club, Dan's Funds and Changing Faces. Mr McGill would ask each of the regions to provide a case and presentation for discussion. Mr McGill asked the group to contact himself or Mr Nimmo if anyone wished to have any items incorporated in the event. The aim was for the event to run for a half day and would be extended if there was sufficient demand for items to be included.

**Action: Any group members who wish any items incorporated into the event should contact Mr McGill or Mr Nimmo directly.**

## **6. Update from Communications and Engagement Group**

Mrs Ramsay provided members with an update on the latest developments from the Communications and Engagement Group. The Scottish Burned Children's Club had their first face to face event at Christmas and Changing Faces have launched their new strategy. Mrs Ramsay invited The Scottish Burned Children's Club and Changing Faces to provide a further update.

Ms Claire Gardner (Chair, Scottish Burned Children's Club) advised they are looking at an easier process for referrals. Mr Luke Rush (Assistant Programme Manager, NHS National Services Scotland) is still receiving referrals via an electronic form and notifies Ms Gardner when they are received.

Ms Gardiner went on to advise that following a family day, aimed at new families, the speakers agreed to help prepare a number of short 10-20 minute videos to be used by the club and also for use by COBIS. Ms Gardiner was looking to organise another family event to be held this year.

Mrs Angela Harris (Changing Faces) advised that Changing Faces have agreed their new strategy, which is launching, with a focus on extending support and reach to people living with a visible difference. Mrs Harris advised that Changing Faces would welcome input from health professionals

to help shape the strategy going forward.

Mrs Harris went on to advise that the skin camouflage clinic was now up and running in Aberdeen, Fife, Edinburgh, Glasgow and Ayrshire & Arran. The service was currently seeing around 300 people across all centres. There is now an online element for people who cannot visit a physical centre.

Mrs Harris noted that Changing Faces are due to launch resources with Youth Link to support youth workers. This provides assistance to youth workers to talk about visible differences and how to support people outside the school environment.

Mr Nimmo advised that at the last meeting there was discussion around general signposting and prevention campaigns. Ms Stephanie Hales (Programme Support Officer, NHS National Services Scotland) was in the process of preparing a Twitter timetable for the year to focus on individual prevention topics for quieter months together with a signposting page on the website using links to existing materials and resources.

Mr McGill advised that Mrs Ramsay was looking to step down as chair of the group. Mr McGill appealed for volunteers to take on the role and asked for any volunteers to contact himself or Mr Nimmo to take this forward.

**Action: Any group members interested in taking on the sub-group lead role should contact Mr McGill or Mr Nimmo.**

Mr Nimmo also advised that on an annual basis, the membership for each of the sub-groups and steering group would be reviewed to ensure we have wide representation.

## **7. Update from Data Group**

Dr Paton updated members on the latest developments from the Data Group.

The major focus of the group over the last year was to move towards a better front end of the database. A business case was drafted last year to try and secure a move to a Power App platform. Dr Paton advised the business case had now gone into a priority setting meeting with other network business cases. Once approved, the likely timescale would be 12 to 18 months. It would be funded through the network and potentially through NSD.

In the meantime, Dr Paton advised they have been making small changes to the database to improve its utility. Guidance would be sent out to the membership, when the changes are finalised, on how these new fields should be approached.

## **8. Business Plan**

Mr Nimmo advised the business plan for the next reporting year has been drafted. He would circulate a copy to the members of the Steering Group to review and respond to Mr Nimmo as soon as possible with any feedback. The business plan will go live from 1<sup>st</sup> April but will not be signed off until the Annual Performance Review in September.

**Action: Mr Nimmo to circulate a copy of the draft business plan for the next reporting year to group members.**

## **9. Any other Business**

Mr Nimmo reminded the group that a COBIS MS Teams channel is available to use. It was agreed by the group that it would be beneficial to create sub-channel folders for individual sub-groups to store useful documents.

**ACTION: Ms Hales and Mr Nimmo to create sub-channel folders for individual sub-groups on the COBIS MS Teams channel.**

Ms Eleanor Robertson (Clinical Research Fellow, NHS Greater Glasgow & Clyde) provided an update to the group around fireworks. She advised that Scottish Government have enacted secondary legislation for the sale and use of fireworks. Draft primary legislation has been presented to the Government, which was currently under review with the Justice Group. Ms Robertson noted that she has drafted an email, which was shared with the COBIS Steering Group prior to the meeting, with details of the legislation and containing a link to a survey requesting opinions and thoughts on whether the legislation will result in significant reduction in harm from fireworks. Ms Robertson asked for steering group members to complete the survey and to share with colleagues to try and encourage the government to pass the bill.

**ACTION: All group members to complete the survey and to share with colleagues.**

Mr McGill thanked Ms Robertson for the immense amount of work she has undertaken with the firework project and for her ongoing support.

Ms Robertson advised that she has begun working on a giant hogweed project. It is an invasive species of plant and the government or council do not require to destroy, if found. The sap from the plant contains photosensitising chemicals and burns are significant. Ms Robertson has prepared a BOSCARD (Business, Objectives, Scope, Constraints, Assumptions, Risks, Deliverables) template to define the project and proposes to raise awareness with groups already active in Scotland e.g. Royal Society for the Prevention of Accidents, and to link with local councils to obtain further information on their management plans for the plant.

Ms Robertson asked if anyone was interested in joining either project, to contact her directly. Ms Gardiner advised she would be interested in joining the fireworks project and other members of the Scottish Burned Children's Club may also wish to join.

**Action: Any group members who would like to be involved in either project should contact Ms Robertson directly.**

## **10. Date of next meeting**

The next Steering Group Meeting was agreed for Thursday 23<sup>rd</sup> June 2022 at 10am via MS Teams.