Cheshire and Mersey Health Libraries Group

Minutes of meeting held on 21st July 2016

JET Library, Mid Cheshire Hospitals NHS Foundation Trust

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| 1 | **Present:** Graham Breckon, Suzanne Ford, Bernie Hayes, Virginia Jordan, Susan Smith, Gary Sutton, Alex Williams |  |
| 2 | **Apologies:** Helen Blackburn, Emma Child, Lorna Clarke, Maureen Horrigan, Janet Ireland, Adrienne Meyers, Stephen Molloy, Margaret-Mary O’Mahony, Anne Roberts, Beryl Stanley |  |
| 3 | **Knowledge Management   Randomised Coffee Trials** Both the JET Library, Mid Cheshire Hospitals and the Knowledge and Evidence Centre at Warrington Hospital have started Randomised Coffee Trials. RCTs are used to connect people in an organisation at random and give them time to meet to have a coffee and talk about whatever they wish.  SS - JET Library has ran the event twice in two different formats. First was a café style set up and second time a drop-in for sign up. People could come and find out about it or just contact the library with their contact details. The library pairs people up from different divisions.  GS - We have been promoting these since July 2015 (see attached postcard) and numbers of participants are slowly rising. Trust staff sign up and we randomly match them up to each other every month. We then send an email to matches inviting them to contact each other and go for coffee at a time that is mutually convenient. Evaluation of the impact of this is problematic in that any positive outcomes may not happen immediately and may take a few weeks/months.  GS also mentioned other KM initiatives at Warrington:    **After Action Reviews (AAR)** Every Tuesday morning we facilitate an AAR with the On Call Team to collect intelligence as to what has happened over the past week and derive lessons from the discussions. These are then placed onto our Trust Extranet in the On Call Workspace and made available to the On Call Team. Each session has a number of incidents which are placed on there and tagged to make their findability easier. A weekly podcast is available which summarises the lessons, the thinking being that the Senior Management Team can subscribe to these and keep informed as to what happened over the past week.  **Learning from Incidents** We are part of a working group that has been set up to share learning outcomes from clinical incidents. We have created a space on the Extranet for this which contains a mix of media to ensure that lessons are accessible to all staff. We have been using Powtoons to create videos which highlight the lessons from appropriate incidents. We are also looking into filming reconstructions/talking heads for incidents.  **Quality Improvement Champions (QIC)** QIC project Extranet area has been created by our team. The area links to resources to support their quality improvement learning and lists their projects, complete with outcomes and lessons learnt. QICs, projects and resources are all tagged which means users can click through these tags to find matching material. |  |
| 5 | **Athens:**   * The launch of the free for all BNF app across England and Wales has stalled until September. * The re-procurement of Authentication & Identity Management System (AIMS or as we currently know Athens) is currently underway. |  |
| 6 | **AOB:**  **Sustainability and Transformation Planning**  Trusts in the region are members of the Cheshire and Merseyside STP. Organisations need to submit 5-year plans to NHS England by 30th June for implementation in October. They may require evidence to support plans and it will be useful for libraries to be aware of STPs and collaborative initiatives across the region.  Manchester Libraries have produced an STP ‘offer’ document which was discussed by the group. SS will feedback on behalf of Cheshire & Mersey. | SS |
| 7 | **DoNM:**  11th Oct 10am Show & Tell: Library promotion that works  Location: Wirral University Teaching Hospital NHS FT  <http://www.wuth.nhs.uk/patients-and-visitors/hospitals/arrowe-park-hospital/getting-here/>  Chair: Victoria Treadway |  |