

**Centre of Excellence
Education & Training Sub-Group meeting notes
10th August 2021
1.00pm – 2.30pm**

Attendees:

- (TG) Trish Gray, (Chair) Senior Project Lead/RRHEAL
- (AU) Alison Upton, Workforce Planning Manager, SSSC
- (CM) Catriona MacDonald, Community Member
- (FS) Fiona Skinner, University of Highland & islands
- (AB) Andrea Baker, Manager, CSMEN
- (ST) Sara Twaddle, Community Member
- (CT) Clare Pardoe, UHI
- (CG) Campbell Grant, Sitekit
- (SW) Sheena Williamson, Scottish Care
- (KA) Kim Anderson, NHS Orkney
- (MM) Maggie MacDonald, West Highland College, UHI

Minutes

Agenda item	Description	Action no.
1.	Welcome and Introductions TG welcomed everyone to the meeting.	
2.	Previous meeting notes/actions	
	Action for TG to take forward and liaise with Lynn and Julie. Ongoing – both have been added to the planning group.	5.
	Action for TG to consider Highland Hospice for festival of learning Ongoing - Yes will be considered	6.
	Action for TG to incorporate training by Julie Mardon into festival of learning. Will go on agenda for the events group	7.
	Action for TG to take forward key items discussed here to form Agenda for planning meeting in August and if any others member wish to join to let TG know. Once agenda is formed for meeting TG will pull out relevant items from there	8.
	Action for TG to potentially include promotion of careers in Health & Social Care for SSC in festival of learning. Key themed in FOL and Fiona grant	9.
	Action Alison Upton to email Julie Mardon regarding recruitment simulation ideas. Ongoing and will meet at planning group	11.
	Action for Julie to take forward discussion on simulation relevant to Skyelab with Campbell and Catriona. Ongoing - will pick up at planning group	12.

	Action for TG to take forward with Andrea and Lynn links to paediatric and adult retrieving service and to contact Richard Price. Ongoing	13.
	Action for TG and AU to catch up. Ongoing – TG to send email	14.
3.	Questback Survey – Festival of Learning	
	<p>TG - The survey was circulated to all members of the CoE working group and the subgroups. There are 4 responses to Questback survey. Questback survey open until 27th August. RRHEAL will resent out to stakeholders.</p> <p>SW - Highlighted care homes are struggling right now with overload of surveys. Clinical nursing skills was a high priority. Care planning, supervision and appraisal and audit are falling behind. I'm unsure where to take this as what we hear and what we know they are needing aren't the same thing.</p> <p>TG – Care planning, supervision and audit is something we many need to consider</p> <p>SW - Care planning has down grinded since the pandemic. Using the care standards would be useful and beneficial to people. What they write down is what they can provide</p> <p>TG – This is something to note for our planning group and we can look back on it.</p> <p>CS - asked TG if they we have had any direct contact with Jamie Smith – new lead nurse? It would be good to make a contact. Action for TG to liaise with Jaime Smith Lead Nurse at Care at Home.</p> <p>FS – asked re. promotion and what is missing from the resource we have and don't have and what is needed in addition. Action for FOL Planning Group to check what resources we have and don't have.</p> <p>AU - highlighted work force skills and reporting on that around SSSC about skills demand. There is a ask around planning and good communications and person centre practice whilst holding that balance across protecting practicing (infection control, mask wearing etc). Learning around trauma that links into supervision and support – those themes are emerging.</p> <p>TG - We can't solve all the problems, but we could look at trauma and narrow it down to what would be a useful specific for people in care homes. The supervision and leadership are important and how we could bring about the support for care home staff. The updated guidance is coming out thick and fast and can be hard for staff to keep up with.</p> <p>AU – Having been brought into a care role now having to facilitate testing, visits and safeguarding. The additional scope of responsibility that staff must take on and the logistics they must consider, they are overloaded.</p> <p>TG – it sounds like people are overwhelmed by the current situations. It's thinking how we take a practical approach in a short space of time during the FOL, take a guidance and put it into practical training. Something to discuss in the planning group</p>	<p>1.</p> <p>2.</p>

	<p>SW - added heavy focus on the health side and overtime we have lost social side. There is a risk here that the social side needs to be redressed.</p> <p>TG - noted the social care aspect has been lost due to the health risks and how we do address that matter. We will keep on agenda for the planning group. I'm open to ideas on how we can take one small theme and how we try and promote it.</p> <p>SW - suggested looking at risk enablement would be great. Allowing people to do what they want to do and reducing to risk aversion, that's been high over the last 2 years. It's hard to tackle with insurances etc. Action for FOL Planning Group to look at risk enablement around mobility and social aspect of care.</p> <p>TG - asked group if it's okay to resend survey and to forward. Action for TG to resend survey to group and possibly change name.</p>	<p>3.</p> <p>4.</p>
<p>4.</p>	<p>MSU/CSMEN Update</p>	
	<p>AB - noted we have had some spaces on our 2-day course on the MSU and have had little response. Asked group if they know anyone who would benefit from a 2-day course – December and February time.</p> <p>CM - added disappointed you didn't get much of a response, suggested to add background and we could resend to people. Will Nell, he was very keen to get this going forward.</p> <p>AB - added we could add more of a background context if that would help.</p> <p>CM - noted has anyone been in Contact with mountain rescue?</p> <p>MM - added she could send contact of mountain rescue. Action for Mairi MacIvor to send Mountain Rescue contact to TG.</p>	<p>5.</p>
<p>5.</p>	<p>Festival of Learning Planning group - Programme</p>	
	<p>TG - highlighted date has been secured for planning group on 31st August 11.00am to 12.00pm and 16 people have signed up already. There are key stakeholders, representatives from SAS, SSSC, Scottish Care, NHS Highland – lead of Social care, NES events team, simulation stakeholders, emergency physician, community members and CSMEN.</p> <p>FS - apologies for missing last few meetings. For the Planning group, do you want a UHI rep, as happy to join. We could both be there. Also, I can't access the Chat.</p> <p>TG added we have Andy Gibb from West Highland College.</p> <p>KA added happy to join the group as an NHS Shetland representation. Action for TG to add KA and FS to FOL Planning group.</p> <p>Action for TG to find out what access all members have on TEAMS.</p>	<p>6.</p> <p>7.</p>

	<p>TG added we will need to get a digital page set up for that group and get a save the date flier so they know it will take place. In terms of FOL I spoke with Fiona Grant and we had a discussion on what educational resources could be provided and we discussed other venues for the FOL. We thought we could promote careers to people on what resources the colleges have for people.</p> <p>MM – added if we have room in the building, I’m happy to facilitate a careers day or half a day on what resources we have available.</p> <p>TG – That would be great. It’s taking place from the 28th March to the 10th of April although Catriona highlighted, we could do it over a month. TG asked group their thoughts.</p> <p>FS - when is the best time to capture people?</p> <p>TG - if it is promoting to high school children, they wouldn’t be on Easter leave yet. We could promote a flier within the Schools.</p> <p>MM – noted we do have another two centres in Skye and Lochalsh which might make it easier if they don’t want to travel to Portree.</p> <p>TG – That would be a great. All the resources talk about having the training etc in a rural area as you are more likely to work these in your lifetime.</p> <p>AU added we do have across Scotland a network of Career ambassadors to attend events or to help promote events.</p> <p>CP - noted not sure what time of year Lynda King Highland council/UHI officer does a big training event for schools across the highland and islands, it’s all forces across careers in care. Asked group if this would fit in? Action for CP to send TG details for Lynda King.</p> <p>Group agreed it would be useful to have a careers input for high-school children.</p> <p>AB - if space allows can we offer simulated sessions to school pupils. Our hosts of MSU have previously had pupils taking bloods and suturing.</p>	<p>8.</p>
<p>6.</p>	<p>Updates from other CoE Subgroups</p>	
	<p>TG noted we would be looking for support from the Recruitment and retention group for the festival of learning.</p> <p>CM – noted I had a good conversation with Claire Savage regarding the recruitment and retention group, they look to meet in September. She has a lot of good ideas. There is a lot of overlap with this group and some on this group might hear from Claire.</p> <p>TG added I had a conversation with Claire, who has feedback that the small Isles would like to be involved in the festival of learning. Claire updated them on the FoL, they would like to engage the Community spirit on the island of Muck and Rum. There is a boat from egg that goes</p>	

	<p>around to visit the other island. They thought we could get a boat and do the same with the FOL. TG Asked group their views.</p> <p>CM asked would it be a bit ambitious since we are doing it for the first time, it's a good idea but I think we should be careful we aren't bringing too much in too soon.</p>	
7.	AOB	
	<p>CM asked given what we have said, and the people involved in this group. How will we manage the overlap of the groups? Rather than have people going to many meetings.</p> <p>FS agreed with Catriona. It is becoming challenging with all the groups working altogether.</p> <p>TG – I can see the challenges. An idea what I did in a different role was we did allow an hour for each different meeting on the same day.</p> <p>CM the answer might be actions are clear from each group or important points we need to work on.</p>	

Actions summary from today's meeting

Action no.	Action	Person responsible	Status
1.	TG to contact Jaime Smith NHS Lead Nurse at Care at Home	TG	
2.	Planning group to have a look at the resources we have and don't have	All FOL planning group	
3.	Risk enablement around mobility and social aspect of care	All FOL Planning group	
4.	TG to resend survey to group, possibly change name	TG	
5.	Mairi Maclvor to send mountain rescue contact again	MM	
6.	TG to add FS and KM on to planning group	TG	
7.	TG to find out what access all members have on Teams	TG	
8.	CP to send TG Lynda King details.	CP	

Future Meeting Dates

Date	Time
Wednesday 6 th October 2021	1.00pm to 2.00pm
Tuesday 30 th November 2021	1.00pm to 2.30pm

Centre of Excellence Training & Education Subgroup

List of Acronyms

AHP – Allied Health Professional

ALS – Advanced Life Support

BASICS - British Association of Immediate Care

CHEF – Care Home Education Facilitator

CoE – Centre of Excellence

CoE WG – Centre of Excellence Working Group

CSMEN – Clinical Skills Managed Education Network

E-PALS – European Paediatric Advanced Life Support

L&D – Learning & Development

MSU – Mobile Skills Unit

NES – NHS Education for Scotland

NMAHP – Nursing Midwifery and Allied Health Professional

NMC – Nursing Midwifery Council

PDA - Professional Development Award

PEC – Practice Education Coordinator

PLS – Paediatric Life Support

[Project ECHO](#) – Highland Hospice programme, aims to share specialist knowledge through mentoring and building communities of practice aided by multi-site video-conferencing

RAP – Rural Advanced Practitioner

RRHEAL – Remote and Rural Healthcare Educational Alliance

SRMC – Scottish Rural Medicine Collaborative

SSSC – Scottish Social Services Council

TEC – Technology Enabled Care

TEL – Technology Enhanced Learning

VC – Video Conferencing