

Integrated Community Equipment Service for Derbyshire Equipment Review Group

**Minutes of the meeting held on
Monday 7th June 2010 at Medequip, Alfreton**

Present:

Dominic Claxton, ICES Team – **DC (chair)**
Judy Green, Derbyshire County PCT – **JG**
Jane Bradley, Clay Cross Social Services – **JB**
Jackie Hill, Neurological Support Team – **JH**
Liz Mounsey, Amber Valley Social Services – **LM**
Rachael Bunbury, H & H Team – **RB**
Pippa Pretty – Ashgate Hospice – **PP**
Laura Ashby – Student OT - **LA**
Claire Price – DMHT - **CP**
Carly Melis – Chesterfield Royal - **CM**

Apologies:

Julie Corby, DCGH – **JC**
Tricia Walton, Chesterfield Royal – **TW**
Kerry Elson, South Derbys Area Office – **KE**
Jennifer Seal, Bolsover Social Services – **JS**
Alex Crawford, Physio Walton Hospital – **AC**
Gill Nichols, DIAG – **GR**
Cathryn Smith, High Peak Therapy – **CS**
Emma Wright, Ashgate Hospice - **EM**
Marion Cordon, Erewash Area Office – **MC**
Deborah Barnes – **DB**

Copies To:

Christine Bould, ICES Team – **CB**

1. Minutes of Previous Meeting & Matters Arising

Launch of the new on-line ordering system – DC informed the group that the launch of the on-line ordering system would wait until Medequip have moved into the new site. DC also informed the group that the ICES Team are currently meeting with CSS (on-line system it company) to finalise the system. The system will also have available a detailed training DVD for all staff.

Service Manual – DC informed the group that any changes to the service manual will now be completed on a six monthly basis to try to stop the confusion of new product details being circulated and captured by prescribers.

Swivel Bather – DB provided feedback through JG for the alternative swivel bather she asked to trial. The feedback was generally poor and it appeared that the seat wobbled.

2. New Service Launch

Integrated Community Equipment Service for Derbyshire Equipment Review Group

DC informed the group that over 100 prescribers attended the new service launch which was felt to be a great success. All of the feedback from the attendees was very positive and several ideas for future events were listed as part of that feedback. DC did however stress to the group that although the event was a success they are still expensive to put on and therefore the service will be concentrating on smaller, more specific product events for the foreseeable future.

DC also informed the group that although every Care Home in Derbyshire were invited none attended on the day.

3. New Building

DC informed the meeting that Medequip are finalising plans for the move to the new unit. The provisional move date is 1st September although this will have to be confirmed nearer the time. DC informed the group that new site will incorporate the following new features:

Retail Counter
ICES Office
New Demo Room
New Meeting Room

4. 3 Day Delivery Standard

DC informed the group that a new 3 day delivery standard has been introduced to the service. It is hoped that this will reduce the number of Next Day requests which fail when Medequip try to deliver due to the Service Users not being at home. The total is around 30% of Next Day deliveries fail. DC did however inform the group that this area will be monitored closely and if it is felt that less prescribers are choosing the 5 day standard and the same number of Next Days remain the 3 day standard may be withdrawn. DC will report back at future meetings once the figures are available.

Action – DC to feedback on number of 3 day delivery standards chosen

5. Saving/Spend

DC outlined the current financial difficulties being faced by the service. DC highlighted that the extra funding from last year is not available this year and that the ICES Team have been tasked to identify potential savings of 5, 10 and 15% on top. DC then took the group through a potential change to ordering bath lifts and seating through the contract. Bath lifts may have a criteria assigned to them meaning that only service users with certain conditions will be eligible and all seating requests may have to come through the non-contract equipment panel. DC will update the group at future meetings.

Action – DC to keep the group up to date with any changes due to financial pressures

Integrated Community Equipment Service for Derbyshire Equipment Review Group

6. Update from Judy

Aura Cushions

JG informed the group that Aura cushions are only now available through refurb with TVN authorisation.

Naidex

JG has completed her notes from attending Naidex and these will be available on the Medequip on-line ordering system under Custom Links.

Perching Stools

JG informed the group that the new modular perching stools placed on contract have been found to be not fit for purpose. This was extremely disappointing but has helped persuade other companies that the modular design may be more appropriate. ASM have now designed a system which will become lead product for the service.

Retail Outlets

JG asked if everybody present would be able to provide her with a list of the retail outlets they would send service users to if the equipment was not available through the ices service. JG informed the group of the work she is undertaking to link the new retail opportunities from the new site with those of asking if service users are able to purchase their own equipment if they prefer more choice etc.

Action – ALL to provide JG with a list of retailers for signposting

Outcome from Swivel Bather Trial

Covered earlier in the minutes

Risk Assessment Forms for Bed Levers

JG confirmed that Social Care staff should use the specific bed lever risk assessment form but Health staff should use their generic risk assessment form. It was noted that there has been no guidelines from manufacturers.

7. Vicair

JG informed the group over the problems with the Vicair mattresses. JG informed the group that some mattresses have had seepage and have had to be scrapped. JG asked if clinicians could feedback if they have had any incidences of problems with the Vicair range.

8. Seating

Integrated Community Equipment Service for Derbyshire Equipment Review Group

DC informed the group that the Camelot chair on contract is not crib 5. DC also informed the group that there have been some issues with bent frames on the single motor chairs. DC asked if clinicians could check and inform service users that the chairs have to be a minimum of 18" from the wall in order to operate properly.

9. Medequip Issues

Wheelchairs

It was highlighted that some wheelchairs have been delivered which are unfit for purpose due to the brakes. It was agreed that DC would liaise with Carl at Medequip to make sure these are not sent out to service users.

Action – DC to liaise with Carl

Bariatric Cushion

A request was made for a Bariatric cushion to be added to the contract. DC informed the group that there would not be any addition products added but he will investigate a preferred suppliers list and include this on web system.

Action – DC to discuss preferred suppliers list with Medequip and feedback

Bed Insert

DC confirmed that all mattress inserts should be placed at the head end of the bed.

10. Any Other Business

Refurb Equipment Instructions

It is the responsibility of the prescriber to make sure any products from refurb have instructions for use.

Short Term Loan of Wheelchairs

The group were informed that wheelchair should only be issued for short term loans and Medequip are about to begin reviews and these will be collected over three months.

11. Date of Next Meeting

Monday 6th September
Medequip, Alfreton (I will confirm if at new site)
9:30am – 12:00pm

The meeting was then closed.