

TELECARE STEERING GROUP MTG

Date: Monday 16th July 2007
Time: 11.30am
Venue: Council Chamber, County Hall

Attendees:

Jennie Stephens – AD Strategic Planning & Commissioning (Chair)
 Charlotte Selwood - Telecare Co-ordinator(notes)
 Alison Morgan – ACS Telecare lead
 Clare Miller – ACS Policy Manager
 Rachel Holgate – SH&WD Locality Rep
 Helen Gunningham – Exeter & East Locality Rep
 Sue Vining – PCT Commissioning Rep
 Ellen Sanford – Learning Dis Rep
 Susie Newton – OPMH Rrep
 Margaret McHugh – Phoenix Consultancy
 David Smallacombe – Phoenix Consultancy

Apologies:

Paul Collinge – Mid & North Locality Rep

Agenda items covered	Action points
<p>Terms of Reference Alison went through the paper "Telecare Project Brief." She explained that an earlier paper written by Ian Deakin based on PLUSS implementing and monitoring telecare had been challenged by Procurement and was no longer Devon's strategy. There is £500K net to spend on Telecare/Telehealth from the Preventative Technology Grant in Devon.</p> <p>The group discussed the contents of the paper and the following actions agreed:-</p> <ul style="list-style-type: none"> • The group and project will take responsibility for communicating information across ACS, PCT and DPT. • Steering group membership to include Adult Mental Health and PCT Provider reps. • Steering group would meet every 6 weeks. • Papers relating to any steering group must be sent out to 	<ul style="list-style-type: none"> • Alison to make some changes to the aims of the paper and re-circulate • Alison to invite representation from un-represented services • Charlotte to contact PLUSS and identify how many pieces of telecare/telehealth have been commissioned through them. • Ellen to identify how many pieces of telecare/telehealth have been issued to Learning Disability clients through the Panel process (to include all clients not just those over 65 years) and to pass info to Charlotte who will collate for meeting in August. • Helen to contact Independent Living Centre to see if they have issued any telehealth/telecare equipment and to pass info to Charlotte who will collate for meeting in August. • Charlotte to schedule 6 weekly

<p>members 1 week before the meeting.</p> <ul style="list-style-type: none"> • The group would adopt a Risk Log approach • Sub Groups would be defined by the Steering Group and a fresh start adopted (i.e. existing groups would not continue to meet) 	<p>meetings and book venues to send out with Minutes.</p>
<p>Definitions The group was asked to pass any queries of additions to this list to Charlotte.</p>	<ul style="list-style-type: none"> • All to action
<p>Business Processes Clare presented the document "Business Processes" to the group.</p> <p>Discussion showed that NHS referral routes were not reflected in the flowcharts. Omissions included: - Community Mental Team for Older People, CCT Multi Disciplinary Team for older people, GPs/District Nurses. (It should be noted that original flowchart was for Telecare and not Telecare/Telehealth).</p> <p>The group was advised that FACE would be the tool for referring clients into telecare services. Discussion around assessment revealed that parts of Devon do not have access to IT and that Health use Care Programme Approach (CPA). NHS requirements within FACE need to be clarified.</p>	<ul style="list-style-type: none"> • Helen, Rachel, Sue and Clare to meet to review and amend the business processes to reflect NHS practice. • Clare to continue to link to national FACE user group and contact Sandra Clarke who is the clinical lead for Exeter on this group to discuss. • Charlotte to produce a risk log for the telecare project. First risk identified is the inconsistency of use of FACE toolkit across the health and social care community.
<p>Charging and Eligibility Clare presented the document "Eligibility and Charging criteria for Telecare Services: the issues, options and risks" and discussion took place.</p> <p>Clare recommended that the financial scheme of delegation used for minor adaptations is applied to telecare ie care managers or equivalent can request basic telecare services upto £1000 providing they have received relevant telecare training. Jennie felt that more information was needed on</p>	<ul style="list-style-type: none"> • Charlotte to identify the approximate costs of a typical package of telecare • Helen to send leaflets to Clare which identify the Health Perspective on Charging.

<p>the costs of telecare before a decision could be made.</p>	
<p>Telecare Implementation Questions The group agreed that some of these questions had been answered in earlier discussion.</p>	<ul style="list-style-type: none"> • Clare to discuss some of the eligibility questions with Helen, Rachel & Sue. • Charlotte to table recommended answers for decision at next steering group meeting.
<p>AOB Agreed Communication The telecare/telehealth steering group has met once. During the meeting the group:-</p> <ul style="list-style-type: none"> • Agreed the terms of reference • Worked on referral/assessment pathways • Identified the tools to be used to refer to telecare/telehealth and identified people to be represented on the steering group. 	<ul style="list-style-type: none"> • Charlotte to draft a communication and send to the group for comment before sending out to Steering group for dissemination, and Stellar. • All to disseminate notes and communication once drafted to all in their localities / client group specialisms.
<p>Dates of future meetings</p> <p>23rd Aug – 2 – 3.30pm Committee Room, County Hall 2nd Oct – 11.30am–1pm Coaver Club Library, County Hall 13th Nov – 2 – 3.30pm Film& Demo room, County Hall Annexe 18th Dec – 2.30 – 3.30pm Coaver Club Library, County Hall</p>	<p>Please go to main reception to collect a door entry card</p>