






North West London Critical Care Network
DRAFT - Network Critical Care Transfer and Retrieval Faculty – Annual Meeting

Thursday 2nd July 2015 10am-4pm

The River Room, The Blue Anchor, 13 Lower Mall, Hammersmith, W6 9DJ

Agenda

Time	Item		
9.45am		Coffee and welcome – Networking opportunity + lunch orders	
10.00	1	Welcome, introductions and thank you for all the hard work	
	2	To confirm the notes and actions from the Annual faculty meeting held on 12 th June 2014	 Transfer Faculty Annual Meeting Action
	3	Matters arising <ul style="list-style-type: none"> To agree the matters arising not on the agenda 	
	4	Simbulance – pending availability	SECAM
	5	Reflection on the faculty’s transfer training achievements in 2014-15 <ul style="list-style-type: none"> Achievements delivered (med reg cadre) Course participant feedback overview and summary ECMO film – AB feedback 	 Summary of transfer training course evalu
	6	Network Transfer documentation Inter hospital <ul style="list-style-type: none"> Impact of Network office move (again) Distribution of 2015 transfer forms Improving capture of documentation – discussion Capacity transfers Intra hospital Intra-hospital transfer audit/evaluation – discussion and revisions Incident reports / Capacity discussion / themes	 Critical Care_NCR Pages changes for 20  Generic intrahospital transfer form version
	6	Discussion and priorities work plan for 2015-17 (not exhaustive) <ul style="list-style-type: none"> Potential Pan London Evacuation and shelter Transfer of child by adult teams Medical legal, Others? 	To be tabled
13.00		L-U-N-C-H	
PM	7	Transfer App development <ul style="list-style-type: none"> Progress update Next steps and content Naming and Launch 	
	9	Paperless transfer documentation <ul style="list-style-type: none"> Digital Field Solutions Learning from CATS Learning from LAS 	Tim Howard Director, digital field solutions
	10	Transfer bags <ul style="list-style-type: none"> Delphi process – update and next steps Bag design - update Discussion and next steps 	 Master summary copy 2015 draftV2GV
	11	AOB and date for next meeting	
16.00	12	Summary of plan for 2015-17	

See directions in email.