

LSEBN Work Programme 2016-2017 (Final)

This report provides the second draft work programme for the ODN Board in March 2016. The document sets out the proposed priorities for the LSEBN and network team in 2016-2017. It has been developed following discussions at the Network MDT meeting (Clinical Governance Group) in December 2015. This version includes a series of amendments agreed at the ODN meetings in January, April and June 2016.

1 Introduction

1.1 The LSEBN has developed a work programme each year since 2013-2014. Initially, the work plan focused on establishing a baseline of knowledge and information about the network. Much of the current work programme is on going and recurrent, in areas such as organisational and clinical governance, and in the continuing development of network protocols.

1.2 The Clinical Governance Group met in December 2015, and began a discussion about topics and priorities for the work programme moving forwards. This meeting brought together a wide representative group of members of the burns MDT, and included more than 30 delegates from the burn services. Working in professional groups, cluster groups and plenary session, a series headline topics for the work programme were proposed.

1.4 As in previous years, the proposed work plan into two distinct areas:

1.4.1 Organisational Governance, and Clinical Governance

Section 1 and 2:

These are the two key areas of work for the network, and focus on the priority work for the model of care for burn care facilities, and the requirement for network audit.

1.4.2 Network-Wide Professional Sub-Groups

Section 3, 4 and 5:

The network leads for nursing, therapies and psychosocial care, will work with senior colleagues across the network to provide expert support for the review of facility care. Additionally, each of the lead professionals has developed a separate work programme for their own sub-group.

1.5 The work plan also acknowledges that other important network and national work is on going, including the review of the national surge and escalation SOP, the national paediatric review, and the implementation of the network policy for Public & patient Engagement (Section 6).

2 Recommendation

2.1 ❖ **Members of the ODN are asked to consider and approve the attached work plan**

❖ **A quarterly update on progress will be provided to the ODN Board at each meeting**

Topic Area	Work Programme	Burn Care Standards	Programme lead and Methodology	Timescale	
1. ORGANISATIONAL GOVERNANCE					
1.1	Model of Care	To work with NHS England (London and South regions) review the delivery of care at facility level, in line with the proposals made by the LSEBN in June 2014, for designated facilities in Oxford and East London.	BCS-E3	Network Clinical Leads and Network Manager: <ul style="list-style-type: none"> Formal engagement with services and NHS England commissioners; Self assessment and gap analysis; Trust finance and activity plans and outline business case; Assessment on access and workload at existing burn services; 	June 2016 – Report on progress and future Options (for ODN Board) September 2016 – Proposals for 2017-2018
		To review the way that shared-services can be provided and/or enhanced at burns facilities (including hospitals providing sub-facility levels of care).		Network Clinical Lead: <ul style="list-style-type: none"> Working with the Network leads for nursing, therapies and psychosocial care, investigate and review existing arrangements; Make outline proposals for sustainable, future arrangements 	September 2016 – Interim report to the ODN Board
		Network Professional Leads will support the review of shared services for the Model of Care, as directed by the Clinical Lead.		Network Leads for: Nursing, Therapies and Psychosocial care	
1.2	Surge and Escalation / Major Incidents	To support the national review of the SOP and process for managing surge and escalation within individual services and networks, and across England and Wales for mutual aid. To support the development of a national Burns Major Incident Plan, consistent with the processes within the SOP.	BCS-G11	Network Clinical Lead and Network Manager: <ul style="list-style-type: none"> Agree national processes through NBODNG Link and liaise with Trauma CRG and NHS England EPRR Link and liaise with London-wide trauma planning 	September 2016 – Report on progress and draft report (for ODN Board) Before 31 October 2016, publish BMIP on NHS England Website (Gateway)
1.3	Patient data and mapping	Utilising the Burn Injury Database and other data sources, review and report the current patient activities in burn care services, including demographic information related to pathways.	BCS-F4 BCS-F5	Network IBID Project lead and Network Manager: IBID report of key data & demographics 2014-2016.	December 2016 – Report on progress and draft report (for ODN Board)

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2. CLINICAL GOVERNANCE					
2.1	Audit	Annual Network Mortality and Morbidity Audit, using a nationally consistent approach for mortality.	BCS-G (All)	<p>Network Clinical Lead:</p> <ul style="list-style-type: none"> National Burns ODN Group to devise national toolkit for mortality audit; To review and confirm data definitions for all levels of care (in- and out-patients) Network M&M audit for 2014/15 to be held Tuesday 8th June 2016; National Mortality Audit 28th June 2015. 	<p>June 2016 – Network and National Audit Days</p> <p>September 2016 – Audit Report to ODN Board</p>
3. LSEBN NETWORK SENIOR NURSE FORUM					
3.1	Documentation, guidelines and policies	To review and develop consensus documentation for Blister Management (Note: Pending review by BBA)	Various service standards and Network BCS-G6	<p>Network Lead Nurse:</p> <ul style="list-style-type: none"> Document review Redraft network documents as necessary <p><i>For sign-off by network Clinical Lead and CGG</i></p>	To review and develop consensus documentation for Blister Management
3.2	Documentation, guidelines and policies	To review and redesign the information leaflets available to burns patients and their families.	BCS – E11	<p>Network Lead Nurse:</p> <ul style="list-style-type: none"> To work with the Senior Nurse Forum Document review Redraft network documents <p><i>For sign-off by network Clinical Lead and CGG</i></p>	December 2016 – Formal sign-off by Clinical Governance Group
3.3	Referral and transfer documentation	To review the current unit and centre referral guidelines and protocols for referral and admission, and match to trauma pathways and other relevant national policies.	Various service standards and Network BCS-G6	<p>Network Lead Nurse:</p> <ul style="list-style-type: none"> Document review Redraft network documents Combine adults and paediatrics to one single document Link to Burn Care Advisor roles <p><i>For sign-off by network Clinical Lead and CGG</i></p>	<p>September 2016 – Interim report to the ODN Board</p> <p>December 2016 – Formal sign-off by Clinical Governance Group</p>

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4. LSEBN NETWORK THERAPY GROUP					
4.1	Documentation, guidelines and policies	To review the existing guidelines and policies related to burn care, for physiotherapy, occupational therapy and dietetics. This will include review of existing documentation, and where appropriate, agreeing a consistent policy and approach across the whole network or cluster.	Various service standards and Network BCS-G6	Network Lead Therapist: <ul style="list-style-type: none"> Document review Redraft network documents as necessary Services will self-assess against Burn Care Standards for documentation, guidelines and policies <p><i>For sign-off by network Clinical Lead and CGG</i></p>	September 2016 – Interim report to the ODN Board December 2016 – Formal sign-off by Clinical Governance Group
4.2	National Therapy Standards of Care	To contribute and take a lead in developing revised national standards for burn care physiotherapy and occupational therapy. This work will be in conjunction with the British Burns Association (BBA) Burn Therapy Standards Working Group.	BCS-F1	Network Lead Therapist: <ul style="list-style-type: none"> To review and revise the existing Standards of Physiotherapy and Occupational Therapy Practice in the management of burn injured adults and children. 2005, <p><i>For sign-off by network Clinical Lead and CGG</i></p>	September 2016 – Interim report to the ODN Board June 2017 – Formal sign-off by Clinical Governance Group
5. PSYCHOSOCIAL CARE					
5.1	Documentation, guidelines and policies	To review the existing guidelines and policies related to burn care, for clinical psychology and psychosocial care. This will include review of existing documentation, and where appropriate, agreeing a consistent policy and approach across the whole network or cluster.	Various service standards and Network BCS-G6	Network Lead for Psychosocial Care <ul style="list-style-type: none"> Document review Redraft network documents as necessary Services will self-assess against Burn Care Standards for documentation, guidelines and policies 	On-going December 2016 – Interim report to the ODN Board
5.2	Psychosocial training & education	Continue to implement the delivery of training and education for members of the burn MDT.	BCS-B27	Network Lead for Psychosocial Care: <ul style="list-style-type: none"> To be coordinated by the LSEBN Network Psychosocial Forum 	On-going September 2016 – Interim report to the ODN Board
5.3	Activity and reporting	To review and develop a minimum dataset for Psychosocial Care, to be included in the Network Annual Report	BCS-B27	Network Lead for Psychosocial Care <ul style="list-style-type: none"> Collect information from each service about what and how they gather data about their psychosocial activity. Explore ways for each service to improve / enhance their data sets, share learning across services. 	On-going September 2016 – Interim report to the ODN Board

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6. OTHER NOTABLE ON-GOING WORK PROGRAMME ISSUES					
6.1	Public & Patient Engagement	Continue and complete work to develop local and network policy and processes for PPE.	Section G	Network Manager: <ul style="list-style-type: none"> Appoint PPE Members to ODN Board Agree work plan for 2016-2017 	On-Going September 2016 – Interim report to the ODN Board
6.2	Annual Report	The LSEBN will produce an Annual Report for 2015-2016. Each burn service will contribute to the network report.	BCS-G15	Network Manager:	June 2016 – Draft Annual Report to ODN Board
6.3	Children's centre-level care.	To support the outcome of the national review of paediatric centre-level care, including the interim arrangements for PICU patients at St Andrews Centre.	BCS-E3: Thresholds and pathways	St Andrews service lead, NHS England commissioners and Network Manager: <ul style="list-style-type: none"> National - CRG / NHS England review 	On-going
6.4	Queen Victoria Hospital - Adult & Paediatric care	To support and participate in the review of burns services delivered at QVH, including work to support the collaboration between QVH and Brighton & Sussex Hospitals.	BCS-E3: Thresholds and pathways	QVH service lead, NHS England commissioners and Network Clinical Lead and Network Manager: <ul style="list-style-type: none"> Engagement with services and NHS England commissioners; 	On-going