

DERBYSHIRE COUNTY LOCAL DENTAL COMMITTEE

Draft minutes of an ordinary meeting

Date:	22 nd March 2016
Venue:	Higham Farm Hotel, Higham
Members:	Drs: B K Dawett, A Hannah, D Hannah, P Moore, (Secretary), A North, N Rodick (Chair) Y Nsamba, J Ward

Co-opted:
Drs:

In attendance:
Drs: F Kellett, N Yaden

1. Apologies for Absence
Drs: H Hammond, R Khatib, H Kshitij, N Preston,

2. Minutes of last Meeting
The minutes of the last meeting were agreed as an accurate record.

3. Matters Arising
There were no matters arising.

4. Correspondence
All correspondence pertaining to LDC business had been circulated electronically by Dr Moore: however, he had received an e-mail from a GDP in the Goyt Valley area requesting to be added to the LDC e-mailing list. Dr Moore had responded to this query.

At this point Dr Rodick announced his intention to stand down as Chair of the LDC at the next AGM. He said that he would continue for a while as an ordinary member.

5. Dr Fleur Kellett Presentation
Dr Kellett was welcomed to the meeting.

Dr Kellett said that it had been a difficult couple of years, but that things were now starting to improve. There were now 3 CPD Tutors covering the whole of the East Midlands area and also Amanda Galley who was responsible for scoping educational needs for professions allied to dentistry. Dr Kellett covered the area for Nottingham City centre and northwards, which included the skills centre at Kings Mill. A lot of work had been taking place at the Kings Mill centre and it was hoped that 3 virtual drilling units would soon be installed. Lots of people would be able to access these units and it was felt that they would be very useful.

Work was going ahead regarding Intrepid and trying to make it more user-friendly. It was anticipated that once all practice staff were registered, one central person would be able to book staff on courses. All courses were now on the system up to November 2016, however, there was one person at Ruddington facilitating the work that should be automated. Courses would be advertised on POSTEA posters, which would go out twice-yearly and there would be a list of everything happening in Chesterfield and at Kings Mill.

The IRMA course would take place in Nottingham this year and in Derbyshire 2017, with priority given to practitioners from Derbyshire, however, a suitable venue needed to be scoped which also needed to be able to accommodate a DCP course which would run parallel.

There had been 22 events in Derbyshire between April 2015 and the present time: 4 courses had been cancelled in Derby and Chesterfield due to a poor response. It was acknowledged that there had been issues with people being able to 'see' the courses on Intrepid: however, attendance numbers at CPD courses was dropping nationally.

There were now more evening courses available and also some e-learning courses including an ILM L4 for practice managers. The cost of this was £360 and HEEM was subsidising this course fee by 70%. HEEM was also working in conjunction with professional dentistry in the East Midlands to subsidise on-line courses: they were taking a blended learning approach. Other initiatives included working alongside GPs, looking at collaborative learning.

Dr Kellett said that they were trying to put on the core courses at evenings and weekends, but that future focus would be towards DCPs and public health courses, for example oral cancer. There was a possibility that more specialist and up-skilling courses would be charged at full cost.

If anyone had any queries they should contact her.

Dr North asked how trainees would be able to access the virtual trainers, and Dr Kellett said that they would be able to book a slot.

Dr A Hannah asked if there was a possibility of using a system other than Intrepid to access training, and Dr D Hannah said that some people did not get the information. Dr Kellett said that everyone would be using Intrepid and individual's names could be added and once registered on Intrepid, they would be able to see and receive information..

Dr Kellett was thanked for coming.

6. Derbyshire County LDC Website and LDC sponsored Education Event

Education Event

Dr Khatib was unable to attend but had sent in a report to the group.

As suggested by Dr Rodick, he had contacted Keith Jones regarding an education event on oral cancer, and had also contacted a couple of people regarding delivering medical emergencies and safeguarding sessions. He would report on these at the next meeting.

Upon reflection he felt that education sessions could be improved by asking attendees to sign in as they get there (before going for food) and so avoid a rush and delaying the start of the actual meeting. He had asked for delegates' GDC numbers when booking and would print a register which would hopefully also help speed things up.

Dr Khatib suggested using the email addresses collected from the signing in sheets to create an excel spreadsheet so that he can upload them to a mailing list database and asked if EW-W would be happy to do this. EW-W agreed to do so.

Consent Course 12/4/16

There were currently 67 people booked on this course.

Dr Khatib was to send out a new email regarding the course the following week to see if more people wished to attend. He asked if the committee was happy for him to ask HEEM to forward the flyer to their list and this was agreed.

As a supper was also being provided at the next meeting he asked if the committee was happy to go ahead with the same buffet: this was agreed.

Dr Khatib had e-mailed David Monaghan to ask if would prefer to have a break or not, but highlighted that he needed to finish on time. Dr Monaghan was happy to have a break if required and would guarantee finishing on time, he would also bring a handout with him.

Infection Control Course 24/5/16

Dr Khatib had so far only emailed people who were on the reserve list and had given them until Monday 21/3/16 to respond: after that time he would openly advertise it again, but as there were already 73 people booked on it, so he may not need to do that.

He felt that there was no need at this time to run a third infection control course this year, but that another one could be run next year if required. He asked if that was agreeable to the committee and it was.

LDC Website

Dr Khatib reported that there was more traffic to the LDC website as people were accessing it to check the course listings.

7. PASS Scheme

Dr Moore had circulated the information about the Northants PASS Scheme via e-mail.

Northants LDC's PASS scheme was originally intended for all 4 LDCs in the area, but currently they were linked with Beds LDC only. It was created as a hybrid of many other PASS schemes but which suits Northants specifically. They had been inspired to create it as the LDC has quite a few trained mentors and they felt that their talents were being under-utilised. They only offer pastoral support and mentoring by our local LDC members, and if they were to receive a referral requiring educational support/ PDPs they would refer it onto their deanery or if medical assistance were needed they also would refer that on to an appropriate body. The scheme was very new and so far they had not received any referrals.

Dr Moore said that in addition to supporting under-performers, a PASS scheme would also help protect the public and NHS England said that there should be involvement with such a scheme. Dr North felt that if the LDC didn't get involved, then NHS England would take over and the process would be punitive rather than supportive.

Discussion ensued. Many LDC members had undertaken the Mentoring course and Dr North suggested that it might be possible to do an update for those who felt they needed it. Dr Moore suggested that those involved did not necessarily have to be LDC members as long as they had the appropriate skills and could support those in need. Dr North suggested talking legal

	<p>advice, possibly from the BDA. Dr Moore said that it could serve Derbyshire and Nottinghamshire and that it should be raised at the next NHSE meeting.</p> <p>The overall consensus was that it would be a good thing for the LDC to support.</p> <p>Dr Rodick put it to the vote and it was carried unanimously.</p> <p>Action: Dr Moore to raise at the next NHSE meeting.</p>
8.	<p>Treasurer's Report</p> <p>Dr Ward stated that the finances continued to be in very good shape, with the current balance at over £70k.</p> <p>Over the last month expenditure had included: £577.36 for website update and maintenance £358.80 to Schulke and Mayer for the cross infection control course £1243.00 to Santos for food and refreshments for the cross infection control course.</p> <p>Forthcoming expenditure included: Costs for the Consent course Costs for a repeat of the cross infection control course.</p> <p>There were also donations to dental charities.</p>
9.	<p>NHSE</p> <p>There had not been a meeting recently and the next was on the 25th April.</p>
10	<p>HEEM</p> <p>There was nothing to report at this time as Dr Rodick had been unable to attend: however, he had seen the minutes and it appeared to have been a very full meeting.</p>
11.	<p>LDC Representation at PAG/PLDP</p> <p>Alan McCulloch (AM) had unfortunately been unable to attend the meeting but had sent an e-mail about the purpose of his contacting the LDC: this had been circulated to all members.</p> <p>In the e-mail he had given a brief outline of the issues around the 2 groups: PAG – the statutory rights of LDCs to sit as members of the PAG (Performer Advisory Group) had ceased last year. The chair of the PAG, Ken Deacon, was not unwilling to have LDC representation on the group, but his concerns were that, given the number of LDCs and LMCs, if all were represented it would make the group unwieldy. LMCs were able to send along a nominated rep, but not LDCs. Mr Deacon was willing to have nominated reps completing a 6-month stint. AM was willing to create a rota of so that all LDCs could be represented at some point. This rep would be able to report back to the secretary of the appropriate LDC should an issue regarding one of their members be raised.</p> <p>PLDP (Performer List Decision Panel) – John Morris currently sat on this group as the discipline specific practitioner, but there was a feeling that he should have a nominated back-up should he be unable to attend. Adam Moreby had been approached about this, but if anyone else wanted to put their names forward they should let AM know.</p> <p>AM was also sending the same e-mail to North Staffs and Shropshire LDCs for discussion at their meeting and AM was attending Nottinghamshire LDC in April to discuss. AM invited any</p>

	<p>nominated reps to let him have their details.</p> <p>After brief discussion it was agreed that there was still a lack of clarity about exactly what would be involved, where and when the meetings would be held, frequency etc.</p> <p>Action: Dr Moore to contact AM to seek clarity about the issues raised around would be involved, where and when the meetings would be held, frequency etc.</p>
12.	Reports
	<p>a) <u>LPN</u></p> <p>There had not been a meeting recently and a lack of information about when the next one would be held.</p>
	<p>b) <u>East Midlands LDC Liaison Group</u></p> <p>There had not been a meeting recently.</p>
	<p>c) <u>FGDP and DFT</u></p> <p>FGDP – there was nothing much happening at the moment.</p> <p>DFT - Dr Moore reported that there had been a Trainer’s meeting regarding NHS rules and regulations which had been very spirited.</p> <p>It was felt that the EPDP was still not fit for purpose. Dr Kellett reported that it was in use in Yorkshire. The general feeling was that it was not user friendly.</p> <p>Brief discussion followed around the number of sessions TPDs needed to attend.</p>
13.	AOB
	<p>The term of office of some committee members was coming to an end.</p> <p>Action: EW-W to forward election details to Dr Moore for circulation.</p>
14.	Date, Time & Venue of Next Meetings
	<p><u>Unless stated all meetings commence at 7.30pm, at Santos, Higham Farm, Higham.</u></p> <p>2016</p> <p>26th April – AGM followed by an ordinary meeting. 12th June</p> <p>Education Events 2016</p>