

**Minutes of the Spiritual Care Committee
Thursday 27th September 2018 2.00pm
Dunbarney House, Dr Grays, Elgin**

Present:

Amy Anderson (Chairperson), Non Executive Board member, Grampian NHS Board
 Gillian Douglas, Lead Chaplain, Mental Health
 Laura Gray, Director of Corporate Communications and Board Secretary
 Mairi McFadden, Unit Manager, The Oaks, Elgin
 Mark Rodgers, Head of Spiritual Care and Lead Chaplain
 Liz Tait, Professional Lead for Clinical Governance/Interim Manager Quality Governance and Risk
 Yvonne Wright, Chief Nurse, Acute Sector Clinical Support

In Attendance:

Delaine Kennedy, minute taker

Item	Subject	Action
1.0	Welcome and Apologies	
	<p>The Chair welcomed members of the Committee and read apologies from:</p> <ul style="list-style-type: none"> • Rhona Atkinson, Non Executive Board member • Mervyn Barr, Humanist Society Scotland • Ann Ewing, NHS Volunteer Visitor • John Ferguson, Church of Scotland • Nigel Firth, Equality and Diversity Manager • Sue Kinsey, Lay Member • Judith McLennan, Business Manager, Mental Health and Learning Disabilities • Ian Pallett, Healthcare Chaplain • Sandy Reid, Aberdeen City Health and Social Care Partnership • Rev. Gillian Trew • Angie Wood, Area Manager, Aberdeenshire Health and Social Care Partnership 	
2.0	Minute of Meeting held on Thursday 24th May 2018	
	The minutes of the previous meeting were confirmed as an accurate record.	
3.0	Matters Arising	
3.1	70th Anniversary of NHS Grampian	
	Mark Rodgers described the service held in the Chapel on 7 July and hoped that the occasion had been inclusive and welcoming. The numbers were good although it was understood that time constraints made it difficult for staff to attend. The Chair commended and thanked the chaplaincy team for a very successful day.	
3.2	Trakcare	

	<p>The Chair requested an update on chaplaincy access to Trakcare. Mark Rodgers explained that this was ongoing. The inpatient admission documentation had reduced from 16 pages to 1 page, but it was recognised that the majority of referrals do not come through this route. Laura Gray explained that the document was not being rolled out to Mental Health or Psychogeriatric wards but it is in use in the acute sector. Mechanisms are in place for the patient to review their preferences by staff phoning the chaplaincy team.</p> <p>Laura Gray spoke about the Care Portal initiative for Grampian, Highland, Orkney & Shetland – managed by Steve Baguley, Clinical Director eHealth – incorporating Trakcare, Skystore and Emergency Care system. Its aim is to draw systems together giving clinical professionals ready access to patient records. Phase 1 (health only) is being rolled out this autumn, phases 2&3 (to include social care) will be rolled out subsequently.</p> <p>The Chair asked whether ad-doc referrals were common practice. Mark explained that the chaplaincy team has a good rapport with wards/staff and often get referrals this way. Chaplaincy may be able to identify patients who are a long way from home through Trakcare. Mark also spoke of chaplaincy involvement with Robert Gordon University and the education of student nurses.</p> <p>Liz Tait explained that chaplaincy is represented at the Huddle and Mark confirmed that the Huddle was a good source of referrals.</p>	MR
4.0	Chaplaincy in Moray written report	
	<p>MR spoke on behalf of Ian Pallett and explained the current stable staffing situation in Chaplaincy in Moray. Community Chaplaincy Listening (CCL) has significant growth potential in the area and Ian will train CCL volunteers in the future. Ian travels to Inverness for Values Based Reflective Practice (VBRP) with NHS Highland but this is not as frequent as Chaplaincy would like.</p>	
5.0	Oaks Unit, Elgin – Marie McFadden, Unit Manager .	
	<p>Mairi McFadden thanked everyone for the opportunity to attend the Committee and provided an enthusiastic overview of the Oaks Unit at Elgin which opened in 2003. Marie summarised the complementary therapy clinics available to patients with cancer related symptoms - acupuncture, reflexology, aromatherapy, Indian head massage, Reki, yoga and McMillan Move More gentle movement class. The Oaks has a beauty room and hairdresser (who is contracted for wig fitting) and they also organise Feel Good Days for ladies going through cancer treatment. Clinics include pain, physio rehab, out-patients (including those from Roxburghe), Drop In Family and</p>	

	<p>Friends and Carers for families who require help and support, symptom management, fatigue management, goal-setting, pain management. Courses including Living with Cancer plus Grief and Bereavement and Mindfulness for healthcare professionals and patients are available. The Grampian McMillan Cancer Project provides information on access to grants for those with financial concerns. The Oaks Day Unit is open to referrals (including neurological) and patients are invited to visit and then decide if they wish to continue attending. Mairi was very complimentary about the support provided by Ian Pallett, Healthcare Chaplain at Dr Grays.</p> <p>Mark enquired about the pattern of memorial services now held at Holy Trinity Church. Mairi explained that the Memorial Service takes place there annually but consideration is being given to moving the service to the Oaks and holding it every 6 months.</p> <p>Laura enquired about the historic relationship between funding of the Oaks and McMillan. Mairi explained that the Oaks was funded by the people of Moray and McMillan and once the Oaks had been built, it was handed to NHS. All staff are trained NHS staff but there is very much a McMillan presence in the building.</p> <p>Liz explained how the grounds and summerhouse were funded by donations. Mairi mentioned the Oaks Volunteer Training Day and Liz praised Mairi's good relationship within the community.</p> <p>The Chair thanked Mairi for her presentation and she was invited to stay for the rest of the meeting.</p>	
6.0	<p>Reacting to an Emergency anywhere in the World – Liz Tait</p> <p>Liz delivered a presentation about her Foreign Office and Red Cross work, for which she is on call two months every year with a Psycho-Social Support Team. This has taken her to disasters/situations all over the world (China, Nairobi, Libya, Zimbabwe, Malta, Yemen, Nepal, Calais, Barbados, Thailand, Tunisia) offering medical assistance, psycho-social, holistic, psychological and physical support plus the evacuation of people back to UK. Liz explained they had supported UK divers in the Thailand cave rescue and support is also provided in UK (Grenfell, Westminster Bridge, London Bridge, Borough Market and Manchester Arena).</p>	
7.0	<p>Spiritual Care Policy (2013) Revision – first draft</p>	
	<p>Mark suggested inviting feedback on the revised draft policy and then issuing it for consultation. Nigel Firth agreed to assist Mark with impact assessment, format and template. The Chair invited thoughts on the policy and there was discussion on the best terminology to use with the words “spiritual”, “pastoral”</p>	

	and “person centred” being discussed. The Chair mentioned the importance of engaging with hard to reach groups. Have to be accountable with Scottish Government. It was agreed that an additional section on “strategic context” should be added. Mark explained that the National Spiritual Care Delivery Plan has not yet been issued, however it was suggested that our local policy should still be revised and can be amended in the light of the national plan, if necessary. It was agreed that a further update would be provided at the next meeting with the plan being approved in February 2019.	MR
8.0	Sector Reports	
8.1	Aberdeenshire	
	There was no report from Aberdeenshire.	
8.2	Mental Health and Learning Disability	
	The Lead Chaplain was involved in the Newly Qualified Nurse induction programme in September 2018, giving a presentation on Spiritual Care and Chaplaincy in the Mental Health sector. It is hoped that this will become an annual event and was a good opportunity to highlight the types of staff support available during these challenging times. The Lead Chaplain has now completed her statutory training to become a Values Based Reflective Practice (VBRP) facilitator. Staff support through VBRP sessions will continue at RCH and expand as capacity allows. It was noted that there are still staff pressures at RCH, but very positive work had taken place in Huntly ward which was commended by the Chair.	
8.3	Moray	
	CCL funding has been secured and the service is currently being provided within a GP practice in Elgin. CCL has also commenced in Forres practice. The Dr Gray’s Major Incident Plan has been updated to reflect changes in on call arrangements for Moray Chaplains. It was noted that Ian Pallett is very pro-active and this is working well.	
8.4	Acute	
	Rev James Falconer retired at the end of September 2018 and plans are progressing to recruit an Acute Sector Lead Chaplain. Katrina Blackwood will be responsible for and based at RACH. Mark explained that Chaplaincy will lose the Chaplain’s Office at RACH due to the significant and suitable re-design for the Outpatients Department but is hopeful that a suitable alternative office space will be made available. The NHS 70 th Anniversary Act of Thanksgiving and Reflection was held on on 5 th July at ARI Chapel and was well attended. Centre-piece was the lighting of seven candles acknowledging the care given in NHS in all its sectors - Acute, Maternity, Paediatrics, Emergency, Mental Health, Primary and Palliative Care respectively. The Chaplaincy Study Morning on “Spiritual Care and Organ Donation”, is being held at Mannofield Church, Aberdeen on 7th November 2018. Speakers include Rev Dr Duncan McLaren (Healthcare Chaplain) with input from	MR

	a Special Nurse for Organ Donation and someone with lived experience of organ donation.	
8.5	Aberdeen City	
	There was no report from Aberdeen City.	
9.0	AOCB	
	<ul style="list-style-type: none"> • Dr Gray's will be 200 years old next year. Ian Pallett will be involved in this with support from Corporate Comms. • Student Volunteers – aim is to raise £35k to repair clock faces at Dr Grays. • A Friends of Dr Gray's Group is being set up for the welfare of patients, staff and relatives • Ann Ewing replaces Caroline Cormack as SCC volunteer representative • The new Episcopal Bishop will be invited to speak at a future meeting • Yvonne Wright stated that Jim Simpson, VBRP Lead Facilitator has been very supportive of the team at Dr Gray's. <p>The Chair thanked all at Dr Gray's for accommodating the meeting. Next years SCC meeting dates are being finalised.</p>	<p>IP/Corp Comms</p> <p>LT</p> <p>MR</p>
10.0	Date of next meeting.	
	The next meeting of the Committee will be on Thursday 29th November 2018 at 2pm in the Board Room, ARI	