

**Minutes of the MASCIP meeting
Wednesday 14th October 2015**

SIA House, Milton Keynes 10.30am - 4.00pm

Present: Dot Tussler DT(Chair) Kirsty Luard KL Kevin Jones KJ
Lorraine Hedgecock LH (Secretary) Emma Linley EL
Stef Cormack SC (Treasurer)

1	Welcome
2	Apologies Apologies from Dan Burden, Firas Sarhan, Angela Wicks, Eimear Smith & Paul Harrison
3	Minutes of meeting held on 10th June 2015 Agreed. Jenny Whittall and Alison Lamb were thanked for their contribution to the committee following their step down from the Committee. Resulting vacancies would be filled at the forthcoming AGM.
4	Constitution Expression of interest for new committee members has been received. Concern expressed that no nominations received from SCIC members which is needed to maintain recommendations of Constitution. But acknowledged that co-opting of members from SCIC members with full voting rights can be considered. Notice of amendments to the updated Constitution, available on the new website and Notice of the forthcoming AGM will be made available to the membership. Agreement was given for DT and PH to continue as Chair and Vice Chair respectively. Financial report and membership report to be placed on the website annually.
5	Membership As of 5 th October 835 members with live email addresses. Since June 2015 42 new applications, most generated following the launch of the website.
6	Finance report Reserves high but projects for expenditure are in place. Conference costs are higher than for previous year. Laptop for MASCIP secretarial work may be required. Agreed limit up to £500. Paypal account has been set up from Website for delegate payments – to be reviewed again in a year's time. Agreed to re-do MASCIP banners. Suggested that link workers could be asked what they would like in their centres: banner, notice board, etc. Suggestion made for SCIC opportunities with prize incentive for their centre to encourage SCIC membership and engagement. KJ to write a draft. Educational theme for staff development or small change/innovation of patient care suggested.
7	Newsletter KL requested information for next Newsletter. Regular information needs to be forwarded across to keep the development going smoothly.
8	Website Analytics not currently available. Biography of each committee member to go on website. Website calendar of events/course needs ongoing update. Information to be sent to KL.
9	Nursing Competencies Update not available at this time. PH and Anne Seaman to take over.
10	Guidelines Update a. Seating Not available at this time.

	<p>b. Weight Management Update on work to date provided by Samford Wong.</p> <p>c. Vocational Rehab Guidelines Stakeholders will be meeting to define the term and acknowledge distinction; vocation is not work. SCIRE may have something to assist team.</p> <p>d. Pain Management KJ in contact with Imogen Cotter at NSIC regarding psychological management. Will also speak to Lisa Pazik, (Pharmacy). Input from spinal medic needed. ES or Jan Gawronski from Stanmore may be interested. Question came up with regards to Gabapentin and Amitriptyline. Question to be put to medical staff on membership.</p> <p>e. Bowels AW spoke to lead at Coloplast about the review process. Query over the guidelines in relation to commercial influence.</p> <p>f. Bladder A need for these has been identified but need to adopt guideline principles for development. Sponsorship policy to be applied.</p> <p>g. Older People Guidelines EL and PH continuing in their review of these.</p> <p>It may be relevant for MASCIP to establish a format on guidelines for guidelines.</p>
11	<p>CRG – updates Service review discussed. Specification for a modern SCI service has been reviewed. Service reviews of SCIC management planned by NHS England. Issues of access and capacity have been highlighted by CRG and by SIA (A Paralysed System). Review will consider many aspects of current SCI management within the SCICs and will require involvement of MASCIP membership.</p>
12	<p>SCIUK Committee agreed for DT and Paul Kennedy, (NSIC) to continue to attend meetings. Likely it will pick up issues of SCIC management and SCIC service review. Sue Browning, (SIA CEO) leading on direction.</p>
13	<p>Link Workers DT to follow up. Re-profile links people to encourage/discover SCIC members.</p>
14	<p>Work led by Back-Up & ASPIRE with Vale of York CCG www.backuptrust.org.uk/nhsvaleofyork Commissioned by Vale of York. Research and published. Recommendation approved with CRG and actions taken forward. Wheelchair service will amend specification to accept referral from SCIC- D13. Need to apply this approach to other wheelchair services. Support for developing vocational rehab.</p>
15	<p>Shared Practice Events and Education Opportunities Planned event on Patient Education, 4.2.16. Aspire to be involved. Christine Robinson, Dot. To be held at Milton Keynes on 4th February 2015. Sponsored by ICCM. Other ideas needed for shared practice events should this initial event be effective.</p>
16	<p>Sponsorship Policy - Advertising H&T Care have requested a link to/from our website as people cannot find them.</p>
17	<p>NICE Evidence Search</p>
18	<p>Jacqueline Webb involvement Case expert witness consultancy. Would like to be involved with MASCIP and would like to access MASCIP as a source of clinical expertise. Suggested exhibit at Conference and link on calendar for their training events.</p>

19	SCI Prevention Mr Brian Gardner trying to establish a level of interest and MASCIP support. PH had previous linked with ROSPA. MASCIP would support any initiative on this but would need to ask members. MASCIP support proposal of this. Highlight on website, and at Conference.
20	Journal of Spinal Cord Medicine Include affiliation benefits in newsletter
21	Care Agencies - Jenny To be covered within conference
22	MASCIP Conference 2015 Committee member responsibilities allocated. Programme for the day organised. Sue Browning, (SIA), to present Poster Prize. Slater and Gordon to supply pads and pens.
23	MASCIP Conference 2016 Burleigh Court, Loughborough. Wednesday 16 th November 2016 'Contending with Complexity: Managing Increasing Needs'. Pre-Conference meal Tuesday 15 th November 2016.
24	Committee Membership/Actions/Succession planning SC to step down from role of Treasurer. Could be incorporated into the admin role and get an auditor when required. Check with DB's contact.
25	Future Direction See 4.
26	Any other business SCITL asked for a section on MASCIP website. Suggested they have their own website. Maybe source sponsorship for the funding. Any questions via LH to Sue Paddison, Chair of SCITL. Meetings for 2016 to be arranged, but will be on Thursday to allow ES to attend physically or via SKYPE.

Dot Tussler
Chair