

**Minutes of the MASCIP meeting  
Thursday 16<sup>th</sup> June 2016  
at SIA House HQ, Milton Keynes 10.30am - 4.00pm**

Present:	Dot Tussler DT Chair)	Kirsty Luard KL	Dan Burden DB
	Lorraine Hedgecock LH (Secretary)		Gail Archer GA
	Glynis Kenny GK (New Treasurer)		Sarah Moore SM
	Stef Cormack SC (Treasurer)		Paul Harrison PH
	Eimear Smith ES		Lisa Lewis LL

<b>SUMMARY OF MINUTES</b>	
1	New committee member Lisa Lewis was welcomed.
2	<b>Apologies</b> – Emma Linley, Firas Sarhan, Angie Wicks
3	<b>Minutes of meeting held 11<sup>th</sup> February 2016</b> – All agreed
4	<p><b>Membership</b>            Emails continue to bounce back from members.            Need to continue to request members update their email via newsletters.            New member applications are occurring as a consequence to Patient Education Shared Practice Event and Conference planning.</p>
5	<p><b>Finance – appointment of a new Treasurer and banking resolution</b>            GK now appointed as Treasurer. Transition requirements being processed.            £8500 currently in community account.</p>
6	<p><b>Newsletter</b>            Request for each committee member to send any suitable/useful information to KL or DB each month to keep the newsletter updated and interesting. Social news appears to be getting the most clicks off the membership. Items for the future are recent SIA awards, Back Up 30<sup>th</sup> Celebrations this year, Oswestry 50<sup>th</sup> anniversary.            FS has been placing various articles and links onto Facebook. These could also be placed on the newsletter.</p>
7	<p><b>Website update</b>            There has been a problem but this has now been fixed. All committee members need to check if any further issues arise. It is noted that strap line missing of the home page. Calendar still requires dates of courses etc. Calendar events need to be uploaded onto website. Committee need to check this has happened. Any photos from SIA Awards to KL for the website.</p>
8	<p><b>Guidelines update</b></p> <ul style="list-style-type: none"> <li>a. <b>Seating</b>              DT to pursue options for progressing these. Need evidence based material to support unified prescription to wheelchair services. Need to look at pathway of care, the whole package, rehab and functional goals.</li> <li>b. <b>Weight Management – user representative</b>              Update awaited. ES advised it is progressing well and a draft is to be ready for review in next few months. Dieticians are due to meet at Guttman Conference. The user representative has not been finalised yet.</li> <li>c. <b>Vocational Rehab Guidelines</b>              SC advised this is on schedule. Second draft is imminent and should be finished by end of calendar year. Comments on next draft sought by SC from committee. Sponsorship options to be sought.</li> <li>d. <b>Pain Management guideline review –</b>              KJ has highlighted the medical aspect is outstanding. Pharmacist at Stoke Mandeville has helped but KJ keen to involve a consultant from another SCIC for their opinion/review.</li> <li>e. <b>Neurogenic Bowel Guidelines and information on Coloplast</b>              SM attended a meeting with SCI Neuro Advisory Board representatives and Coloplast. The</li> </ul>

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	<p>ongoing development/review of the bowel guidelines is being progressed by the NAB but there has been concern from MASCIP in relation to sponsorship resulting in MASCIPs withdrawal from the current process. A Shared Practice Event on Bowel Management will be progressed by LL.</p> <p><b>f. Older Adults</b> This is moving forward, but no current update available.</p> <p><b>Other Guideline Suggestions:</b></p> <ul style="list-style-type: none"> <li>- <b>Bladder Guidelines</b> Bladder guidelines using the same proposed format as planned for new bowel guidelines ie hosting a shared practice event, is to be taken forward.</li> <li>- <b>Sexual Function Guidelines</b> These will be pursued with an expert in the field.</li> </ul>
9	<p><b>CRG update</b></p> <p><b>a. Service review</b> CRG organisation is changing. However, the function of the existing CRG will continue until the service review is complete. Initial draft of the service review is to be reviewed shortly and working groups continue to meet. Report is due for completion by end of September 2016. Each SCIC will be receiving letters to invite patients to complete a survey monkey on behalf of the Patient Experience Group. The difficulty is trying to capture those that don't go through a SCIC. Suggested that staff at centres also do a feedback survey. Unclear that all information to do with the service review is filtering to everyone at SCIC's, difficult to know how to disseminate information.</p> <p><b>b. Peer review</b> Each English SCIC to have a Peer review. Southport has already had theirs. Terms of reference and standards are being pulled together. The Peer reviews will need to be completed by end of year. D13 Service specification is not specific to allow easy reference for review. D2 is more specific enabling easier measurement against it than D13. The peer review will assess SCIC compliance with the service specification. In the future CRG there will be limited spaces for SCI representation. Need to ensure MASCIP tries to access a place available as a member of professional organisation. Also unsure if each SCIC will be represented. There are only so many places and application date has closed for this element of representation. D13 can be found on <a href="http://www.spinalcordinjury.nhs.uk">www.spinalcordinjury.nhs.uk</a> DT to be prepared to apply for MASCIP to join when professional groups are invited to apply.</p>
10	<p><b>SCIUK</b> This organisation is identifying its purpose and future direction. It may be rebranding/name change to ensure that it is not specifically England focussed. Idea is to promote itself as a body to be first point of call for policy or organisations seeking guidance/direction on SCI issues. A profile, set goals to achieve and outcomes need to be finalised. The last meeting received a presentation from NHS England on the new Rehab Commissioning Guidelines. These should be checked out. <a href="https://www.england.nhs.uk/wp-content/uploads/2016/04/rehabilitation-comms-guid-16-17.pdf">https://www.england.nhs.uk/wp-content/uploads/2016/04/rehabilitation-comms-guid-16-17.pdf</a></p>
11	<p><b>Shared Practice Events</b> Suggestions as mentioned already are Bowel day, Bladder day. At the recent Shared Practice Event on Patient Education, 'Management of the long term vented patient' was suggested for another event. <a href="mailto:NSIC-online@org.uk">NSIC-online@org.uk</a> would be a good depository for freely shared information on Patient Education</p>
12	<p><b>Sponsorship</b> Committee discussed that sponsorship does not have to be about cost, it could be just about raising profile. Further review of the sponsorship plan and development of a specific guideline template is needed..</p> <p><b>Newsletter/website etc</b> This is further to discussions previously about companies sponsoring a 'strapline' on the newsletter or website. Need to finalise the guideline template to establish exactly what it is</p>

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	wanted and what any sponsors are receiving.
13	<p><b>Link Workers</b> DT has approached each SCIC. Link Workers are to be invited to attend February MASCIP committee meeting. Link Worker to receive a free place at the Conference as an incentive. Promotional material for each SCIC to be re-visited and sought.</p>
14	<p><b>Standards for SCI in emergency situations</b> Piece of work being worked on by Ali Jamous and Pete Skelton. Any comments to DT please.</p>
15	<p><b>MASCIP Conference 2016</b> <b>Contending with Complexity: Managing Increasing Needs</b> <b>16<sup>th</sup> November</b> <b>Loughborough University</b> This year's MASCIP Conference aims to provide opportunity for discussion and sharing of knowledge on the diverse and complex experiences of professionals working within spinal cord injury management. The conference will be organised in 4 sessions covering the topics of :  <ul style="list-style-type: none"> <li>- Mental Health</li> <li>- Challenging Behaviour</li> <li>- Ethical Dilemmas</li> <li>- Complex Physical Needs</li> </ul> Presentations are being invited from the MASCIP membership on each topic. An expert will deliver a 30 minute presentation on each topic and who will then subsequently lead a discussion exploring the theme further.  User perspectives and a debate will also be included.  Exhibitors are being invited and any interest in this regard should be directed to LH  <a href="mailto:mascipsecretary@hotmail.co.uk">mascipsecretary@hotmail.co.uk</a></p>
17	<p><b>Committee Membership/Actions/Succession planning</b> SC is to side step as Treasurer and GK to take on this role The committee is still short on SCIC representation, hopefully the Link Workers will help with this in some way Invitations will be highlighted to the membership regarding putting themselves forward for election to the committee ahead of the AGM at the Conference. Succession planning for leadership requires further planning.</p>
19	<p><b>Any other business</b> SC is changing her work role at Back Up so this may affect her MASCIP role. Change within Trauma Guidelines, Moving and Handling change – 20° tilt not log roll. Facebook – FS started putting articles on the page which have been really useful. International Consensus for Guidelines on Physical Activity –DT involved Excerpt from Canadian Guidelines to include reference from MASCIP</p>
	<p><b>Date of next meeting Wednesday 5<sup>th</sup> October 2016</b> <b>at SIA HQ, Milton Keynes</b> <b>10.30pm – 4pm</b></p> <p><b>18<sup>th</sup> MASCIP Conference Wednesday 16<sup>th</sup> November 2016</b> <b>LoughboroughUniversity</b></p>

**Dot Tussler**  
**Chair**