

**Minutes of the MASCIP meeting
on Thursday 11th February 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)		Emma Linley EL
	Stef Cormack SC (Treasurer)		Firas Sarhan FS
	Eimear Smith ES		Angie Wicks AW
	Sarah Moore SM		Gail Archer GA

1	Welcome – DT introduced new members Sarah Moore and Gail Archer to the committee. Glynis Kenny was unfortunately unable to attend.
2	Apologies - Paul Harrison, Kevin Jones, Glynis Kenny
3	Minutes of meeting held 14th October 2015 – Agreed
4	Updated Constitution Minor amendments were incorporated.
5	Membership Membership continues to increase, although acknowledged that there may be inactive members included. Profile of MASCIP to be raised through Twitter and LinkedIn
6	Finance report 2015 Conference generated a small profit. Increasing income is required for development of projects. Income from sponsorship or advertising to be considered. Information on sponsorship options/packages need to be prepared. Increasing membership and engagement from SCICs may be considered with incentives SC to step down as Treasurer. GP will take on this role.
7	Newsletter Data analysis has determined that members either don't open the newsletter or they pick on one item and look at that. Usually something with a social side such as SIA Awards. Committee Members are to send items of interest to KL each month? A short biography introducing the new committee members to be included in next newsletter.
8	Website Analytical information is still being sought. Course and study events need to continually be updated onto website. Other material for website should be collated by all committee members.
9	Nursing Competencies DT met on 11 th February with staffing sub group of SCI Service review. Nursing competencies will be considered within the spinal review. Evidence of SCI as a specialist is required. Being a member of MASCIP could be evidence towards revalidation.
10	Guidelines Update a. Seating No update. b. Weight Management

	<p>Samford Wong has updated. MASCIP to find sponsor for launch date, User representative required .</p> <p>c. Vocational Rehab Guidelines SC has been working on these. Now being compiled into a document. College of OTs in discussion with SC about potential link to their recommended good practice. Official endorsement to follow particular route with practical examples. Sponsorship request in newsletter.</p> <p>d. Pain Management Update on progress needed</p> <p>e. Neurogenic Bowel Guidelines and information on Coloplast Mascip are seeking involvement within the Neuroadvisory Board and review of the current Neurogenic bowel guidelines. These are currently under the sponsorship of Coloplast who are strongly facilitating their development and progress. Mascip wishes to ensure professional integrity and RCN endorsement to enable facilitation and dissemination. SM and AW to lead on this Bladder guidelines are under discussion.</p> <p>f. Older Adults There has been one meeting. Psychiatry section under review. SIA have a link on Older Adults. Strategic meeting between SIA and MASCIP to take place before moving forward.</p> <p>Additional Guideline Update – Following on from Shared Practice Event – discussions about Patient Education Guidelines. A leader to be sought to push this idea forward as very positive outcome and suggestion.</p>
11	<p>CRG – update</p> <p>2 Service reviews of SCI service in England are taking place. This is being driven by NHS England. Two service reviews are incorporated. Quality surveillance teams are to visit each centre and assess against service specification. Standards and formula are similar to CARF standards. CRG is reviewing service delivery under several workstreams. These require multidisciplinary representation and representation from each SCI Centre (England)</p> <p>New CRG organisation to be implemented through NHS England – number of CRGs to be reduced. Plans to combine existing CRGs which could have an impact. Proposal is for SCI CRG to be merged with Complex Rehab and Specialised Equipment or Spine Surgery. A 30 day consultation is out in the public domain. Individuals can respond. MASCIP to respond. ASPIRE to be prompted to do a joint organisation response.</p>
12	<p>SCIUK Links in with CRG. Direction still evolving. Discussed service review, lifelong care, staffing, etc.</p>
13	<p>Link Workers DT has contacted individuals in SCICs to take on role as link workers. Plan to invite to a meeting/conference. Banners, posters, etc to be supplied to advertise MASCIP at their SCIC.</p>
14	<p>Shared Practice Events: Patient Education – future events; ?vent rehab Successful event held last Thursday at Milton Keynes Community Conference Centre. Venue was impressive and appropriate with a raised stage, accessible toilets, coffee bar. Houses 200 people. Kate Gelder from ICCM organised/sponsored the event. 40 people applied, though only 37 attended on the day. Almost all SCIC were represented. Ideas for other events could be Rehab and Discharge of long term vented patients. To discuss with ICCM about organised a shared practice event on this topic.</p>

15	<p>Sponsorship Policy – Advertising Following requests from various companies the committee discussed potential advertising and sponsorship options. Prices are to be considered. Committee members to check with their own organisations to get an idea. Sponsorship policy is up and running and can be used for reference.</p>
16	<p>NICE Evidence Search To be discussed next time.</p>
17	<p>Jacqueline Webb Involvement Case expert witness consultancy; – to be offered a stand at this year’s Conference. We can put their study day on calendar. Sponsorship of a training day/event support to be suggested. .</p>
18	<p>SCI Prevention Brian Gardner has raised this as a proposal. MASCIP happy to endorse. No further information to date.</p>
19	<p>Journal of Spinal Cord Medicine Information on website. No further action to date.</p>
20	<p>MASCIP Conference 2015 – Feedback Positive feedback received – but only from 16 respondents. Feedback to be sought from Exhibitors to ensure their issues are also considered.</p>
21	<p>MASCIP Conference 2016 Different exhibitors to be contacted this year. LH to contact venue about using the extended lounge for exhibitor space. Members to be offered the opportunity to present. Interaction with the delegates via question time or Twitter during the Conference. - Speakers – DT to develop programme and timeframe, difficult subject title this year – Contact DT with any ideas of suitable speakers.</p>
22	<p>Committee Membership/Actions/Succession planning DT willing to continue as chair for another year, but will discuss with PH in his capacity as Vice Chair. SC is handing role of Treasurer to GK. Link workers may be committee members of the future and increase SCIC representation and membership. Virtual PA to be looked into further. LH to send ‘job description and hours worked’ to DB for his contact to consider.</p>
24	<p>Any other business End of financial year – SC asked that cheques are paid in ASAP.</p>
	<p style="text-align: center;">Date of next meeting Thursday 16th June 2016 at SIA HQ, Milton Keynes 10.30pm – 4pm Lunch to be pre-ordered/organised prior to meeting</p>

Dot Tussler
Chair