

LSEBN Work Programme 2017-2018 (Final draft)

This report provides the final draft work programme for the ODN Board in June 2016. The document sets out the proposed priorities for the LSEBN and network team in 2017-2018. The work programme was discussed at the Network MDT meeting (Clinical Governance Group) in December 2016, and following the March ODN meeting, the Network Team developed this final draft.

1 Introduction

1.1 **The LSEBN has developed a work programme each year since 2013-2014. Initially, the work plan focused on establishing a baseline of knowledge and information about the network. Much of the current work programme is on going and recurrent, in areas such as organisational and clinical governance, and in the continuing development of network protocols.**

1.2 The Clinical Governance Group met in December 2016, and began a discussion about topics and priorities for the work programme moving forwards. This meeting brought together a wide representative group of members of the burns MDT, and included more than 30 delegates from the burn services. For this years work plan, the network team's professional leads brought forward ideas and priorities for work programme topics.

1.4 **As in previous years, the proposed work plan into two distinct areas:**

1.4.1 Organisational Governance, and Clinical Governance
Section 1 and 2:

These are the two key areas of work for the network, and focus on the nationally prioritised work for EPRR Mass Casualties and National Burn Standards, and the requirement for network and national audit.

1.4.2 Network-Wide Professional Sub-Groups
Section 3, 4 5 and 6:

The network leads for nursing, therapies and psychosocial care, will work with senior colleagues across the network to provide expert support for the review of facility care. Additionally, each of the lead professionals has developed a separate work programme for their own sub-group.

2 Recommendation

2.1 ❖ **Members of the ODN are asked to consider and approve the attached work plan**

❖ **A quarterly update on progress will be provided to the ODN Board at each meeting**

Topic Area	Work Programme	Programme lead and Methodology	Timescale	
1. ORGANISATIONAL GOVERNANCE				
1.1	Surge and Escalation and Mass Casualty / Major Incidents	To support the national work programme for development of a burns annex to the National Mass Casualty Concept of Operations document. Review the LSEBN Major Incident Plan to align with the ConOps document. Review the Surge & Escalation SOP	Network Clinical Lead and Network Manager: <ul style="list-style-type: none"> Northern Burn Network lead on Mass Casualty work; Network Manager and Clinical Lead on Task & Finish Group NBODNG: <ul style="list-style-type: none"> Provide formal oversight and support for national work programme 	Final draft Annex to CRG September 2017 LSEBN BMIP final draft March 2018 SOP draft March 2018
1.2	National Burn Care Standards	To lead a National Review of Burn Care Standards. To ensure that standards are evidence based and prioritised. This work links with the NHS England Burns Specification.	Network Manager: <ul style="list-style-type: none"> LSEBN lead for national work; Task & Finish Review Group; Links to BBA and Trauma CRG Network Professional Leads: <ul style="list-style-type: none"> Network leads for nursing, therapies and psychosocial care to support the T&F Review Group 	To be agreed with NHS England and BBA Chair
2. CLINICAL GOVERNANCE				
2.1	Audit	Annual Network Mortality and Morbidity Audit, using a nationally consistent approach for mortality.	Network Clinical Lead and Network Manager: <ul style="list-style-type: none"> Network M&M audit for 2016/17 to be held Wednesday 7th June 2017; National Mortality Audit 10th July 2017. 	July 2017
2.2	Audit	To conduct a prospective audit of cases with inhalation injury	Network Clinical Lead: <ul style="list-style-type: none"> Process to align with nationally agreed audit toolkit. 	To be announced by Trauma CRG
2.3	Audit and Informatics	National Review of Burns Informatics and International Burns Injury Database (IBID)	Network Manager & Informatics Lead <ul style="list-style-type: none"> Details yet to be announced 	
3. INFORMATICS				
3.1	Patient data and mapping	Utilising the Burn Injury Database and other data sources, review and report the current patient activities in burn care services, including demographic information related to pathways.	Network Informatics Lead and Network Manager:	On-going and continuing
3.2	IBID Minimum dataset	Develop and refine a network minimum dataset for IBID, capable of delivering high quality information for services, and the ODN	Network Informatics Lead <ul style="list-style-type: none"> IBID interrogation and refinement Identify key data fields and definitions Ensure that MDS meets the needs of the Quality Dashboard 	On-going and continuing

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4. LSEBN NETWORK SENIOR NURSE FORUM				
4.1	Documentation, guidelines and policies	To review and redesign the information leaflets available to burns patients and their families.	Network Lead Nurse: <ul style="list-style-type: none"> To work with the Senior Nurse Forum Document review Redraft network documents <i>For sign-off by network Clinical Lead and CGG</i>	June 2017 Formal sign-off by Clinical Governance Group
4.2	Referral and transfer documentation	To review the current unit and centre referral guidelines and protocols for referral and admission, and match to trauma pathways and other relevant national policies.	Network Lead Nurse: <ul style="list-style-type: none"> Document review Redraft network documents Combine adults and paediatrics to one single document Link to Burn Care Advisor roles <i>For sign-off by network Clinical Lead and CGG</i>	June 2017 Formal sign-off by Clinical Governance Group
4.3	Documentation, guidelines and policies	To review the current unit and centre wound care guidelines and protocols and develop consensus documentation for initial and ongoing burn wound care.	Network Lead Nurse: <ul style="list-style-type: none"> To work with the Senior Nurse Forum Document review Redraft network documents <i>For sign-off by network Clinical Lead and CGG</i>	September 2017 Formal sign-off by Clinical Governance Group
5. PSYCHOSOCIAL CARE				
5.1	Documentation, guidelines and policies	To review the existing guidelines and policies related to burn care, for clinical psychology and psychosocial care. This will include review of existing documentation, and where appropriate, agreeing a consistent policy and approach across the whole network or cluster.	Network Lead for Psychosocial Care <ul style="list-style-type: none"> Document review Redraft network documents as necessary Services will self-assess against Burn Care Standards for documentation, guidelines and policies 	On-going and continuing
5.2	Psychosocial training & education	Agree new revised training requirements for all LSEBN services Continue to deliver core training for new members of burn MDT. Design new training package for annual refresher training sessions with MDT input	Psycho-social Network Lead: <ul style="list-style-type: none"> Letter from Lead to all services on new requirements Collect data on training activities from all services Promote training sessions Joint working to create new content 	March 2017 June 2017 On-going March 2018
	Psychosocial activity	Provide information to the Network Annual Report having refined agreement on a minimum dataset	Collect and collate data from each service and produce unified psychosocial report	June 2017

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6. LSEBN NETWORK THERAPY GROUP				
6.1	Network Audit against National Therapy Standards of Care	To develop and complete a network wide audit against specific elements of the new national standards of Physiotherapy and Occupational therapy management of burn injured adults and children. This will be in line with national audit work and be in conjunction with the British Burns Association (BBA) Burn Therapy Standards Working Group.	<p>Network Lead Therapist:</p> <ul style="list-style-type: none"> To create an audit tool for analysis against the National Standards of Physiotherapy and Occupational Therapy Practice in the management of burn injured adults and children 2017 To conduct a network wide audit and report the findings to the network board. <p><i>For sign-off by network Clinical Lead and CGG</i></p>	<p>Autumn 2017 – Interim report to the ODN Board</p> <p>April 2018 – Formal sign-off by ODN board</p>
6.2	Documentation, guidelines and policies	To review the existing guidelines and policies related to burn care, for physiotherapy, occupational therapy and dietetics. This will include review of existing documentation, and where appropriate, agreeing a consistent policy and approach across the whole network or cluster.	<p>Network Lead Therapist:</p> <ul style="list-style-type: none"> Services will self assess against standards for training in burn specific competencies Creation of training packs, 'working with burn injured adults' for use by therapists across the network <p><i>For sign-off by network Clinical Lead and CGG</i></p>	<p>Autumn 2017 – Interim report to the ODN Board</p> <p>December 2017 – Formal sign-off by Clinical Governance Group</p>
6.3	Patient information leaflets	To review and redesign the information leaflets available to burn patients and their families.	<ul style="list-style-type: none"> Services will self assess against standards for provision of written documentation, issued on discharge from inpatient care, to patients by therapists (BCS A5). Creation of a new document of written information to be given on transition from inpatient to outpatient care, to be used across the network. Working with Nurse and Psychosocial forums. Work collaboratively with therapists nationally to look at alternative patient information resources. Plan re audit for 2018-19 	<p>Autumn 2017 – Interim report to the ODN Board</p> <p>April 2018 – Formal sign-off by Clinical Governance Group</p>
6.4	Training and Education	To continue a program of training and education for the improvement of burns care service provision and ensure national standards are met.	To be co-ordinated by network Lead Therapist: Including Burns scar treatments (laser), case presentations, review of patient functional outcomes across the network and literature review.	On-going and continuing

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7. OTHER NOTABLE ON-GOING WORK PROGRAMME ISSUES			
7.1	Annual Report	The LSEBN will produce an Annual Report for 2016-2017. Each burn service will contribute to the network report.	Network Manager:
Final draft report to ODN Board June 2017			
7.2	Model of Care	To continue working with NHS England (London and South regions) and local Clinical Commissioning Groups to quality assure the delivery of care at facility level, at Oxford John Radcliffe Hospital and Royal London Hospital Whitechapel.	Network Clinical Leads and Network Manager: <ul style="list-style-type: none"> • Self assessment and gap analysis; • Trust finance and activity plans and outline business case; • Assessment on access and workload at existing burn services; Network Professional Leads: <ul style="list-style-type: none"> • Network leads for nursing, therapies and psychosocial care; • Professional support and mentoring; • Engagement through the Network Forums.
On-going and continuing			