NHS

**Southampton, Hampshire
Isle of Wight & Portsmouth**

SHIP Cluster and SHIP Area CCGs
Information and IT Services Steering Group

**Notes of held on Wednesday 27th June 2012 in Oakley Road, Southampton
(DRAFT notes – for Approval at September Steering group)**

Present:	**CCG Leads** Karl Graham (GP), Clinical Lead, West CCG Mark Kelsey (GP), Clincal Lead, Southampton City CCG David Chilvers (GP), Clincal Exec Lead, Fareham and Gosport CCG John Thornton (GP), Clincal Exec Lead, Portsmouth City CCG **SHIP/CSS Leads** Amir Mehrkar (GP), Chair, Clinical Advisor to Information and IT SHIP/CSS Jenny Nash, Associate Director of BI, SHIP/CSS Andy Eyles, Associate Director ICT, SHIP Cluster Steve Bolam, Director of Finance and Performance, SHIP Cluster Lynda Murray, Head of Information, Contracts and Performance, SHIP Cluster Wendy Lee, Project Manager Chris Day, Head of ICT Commissioning, SHIP (IT section only) Chris Pillinger, Primary Care IT Manager, SHIP (IT section only)
Apologies:	Maggie MacIsaac, Exec Lead, NE Hampshire CCG Andy Whitfield Hugh Freeman (GP), Clinical Exec Lead, Calleva/Basingstoke CCG John Rivers Clinical Exec Lead, IOW CCG Jo Gooch, South East Executive Management Lead

Item		Action
A	**Information Section**	
A.1	**Introductions and apologies** Apologies as above. Amir thanked all for coming and confirmed that as discussed following the last meeting the agenda had now been set in two parts – Part A considering Information and Part B IT matters; allowing more time and focus on each section but with meetings being held bi- monthly rather than monthly. The group would reflect and share on local CCG/System Information or IT issues and continue to provide a networking, sharing and learning forum. The Demonstrations had proved popular and would continue to form a major part of each meeting. We would like to see how today's meeting goes and welcome feedback as to how we go forward with these meetings.	.
A. 2	**Minutes and Actions Log** The minutes were accepted. **Points to note:** • Jenny confirmed the each CCG Lead was aware of and in touch with their Principal Analysts (Answer was yes). **Actions Log (circulated with minutes)** 14 – Capital funds –We have indicative allocation of capital funds, Andy to circulate 11/12 plan. 16 – Data for pathway analysis – on going, continues to be the top improvement plan priority. We have contacted Portsmouth City Council for Social Care data and at early	 **AE**

		stages of looking at including Social Care Data in to the Data Care Warehouse. Social Care Data is does not always have an NHS number so maybe OK for strategic planning, but not necessarily for pathway analysis. 20 – On the agenda 30 – Ongoing 31 – Summary Care Record – Remains open 32 – Amir will contact Peter Crouch to discuss further 33 – All CCG's have agreed to take Eclipse	
A.3	**DOCC Presentation** • John Thornton presented the Harvey Walsh product DOCC (Delivering Outcomes of Clinical Care). Portsmouth have had the product for approximately one year and employed two facilitators. • Group liked the product but also wondered how it compared with PBC web tool. DOCC looked easy to use but did it include more functionlaity/better value? **Action** **LM to produce a paper on costs/pros/cons and how customable it is per CCG.**		**LM**
A.4	**GP Dashboard** • Amir Mehrkar presented the Southampton Urgent Care Dashboard which currently takes MIV, Walk in centre, A&E and admissions data. **Action** **AM to produce a short paper on impact of the tool and steps for rolling out to other CCG's.**		**AM**

A.6	**Creative Time**
	An open discussion on relationships and what CSS does or should be doing
	• Chief Clinical Information Officer (CCIO) – what is it? Discussion about the role and need
	  • Clinical Champion of IT - the use of IT and information, its application in health and impact on efficiency and outcomes.
	  • Historically the Medical or Clinicla Director of providers have provided this leadership/interest
	  • national recognition (campaigned by e health insider and the British Computer Society) that Medical Director can't do everything and good for organisations to have formal clinical champions. Some organisations are creating roles some have identified more than 1 clinical champion of IT
	  • CSS and CCGs have identified clinical leads who are involved in and actively promote use of Information and IT, who can feed back information to the Clinicians.
	  • The Information and IT Steering group provides a forum where we can trust and share.
	  • The GP's would like CSS to give them as much technical help as possible, to ensure they have the best tools to deliver what they need too.
	  • It was agreed that anyone a CCIO type role should be about the application of IT and Information and working with the IT and Information specialists.
	  • IT was generally felt that at the moment we probably have the right balance of interest and involvement – especially given pace of change within CCGs and CSS		

B	**IT Section**		
B.7	**TOR/Future meetings** • Andy introduced the meeting and suggested that this is a "transitioning"		

		meeting as proposal is to merge with Primary Care IT Strategy Group meetings that has been successful for a number of years across the old PCTs and SHIP. - The attendance for Part B may therefore be wider than Part A – with the GPs already involved in the Strategy Group and one or two Practice Managers. GPs though this should work. - Andy also noted that the LMC attend the strategy meeting - The locality of the meetings were also discussed and it was suggested that with meetings bi monthly and longer that holding every other meeting in the North of Hampshire and/or virtual meetings was supported. **Action** **AE/CP to confirm proposal with the Primary Care IT Strategy Group and (assuming they are happy) merge the two groups and confirm membership (inviting each CCG to nominate a Practice Manager and invite a rep from the Local Medical Committee)**	**AE/CP**
B.8		**IT Transition - Update** **CSS structure to support CCGs** - A CSS ICT Programme Manager is to be appointed to support each of the CCGs. The ICT Programme Managers will support the CCGs in the planning and deliver y of IT solutions to enablet he QIPP plans. The approach reflects the Information approach with assigned Principal Analysts: At the time of the meeting the structure was going through an internal consultation. We are now pleased to announce that: - Emma and Nicci Rosengrarten (job share) have been assigned to Southampton CCG, West CCG and North CCG - Chris Day will lead the IT programme for SE Hampshire CCG, F&G CCG and Portsmouth CCG - North East Hampshire (Vacancy TBC) **IT support – Shared Services** - Andy reported that SHIP cluster (CSS and CCGs), Solent HC and Southern Health currently receive IT services provided by two ICT shared service organisations - Island and Portsmouth Health Informatics Service (IPHIS) and Hampshire IT Solutions (HITS). Recent discussions between the stakeholders and shared services concluded that current ICT arrangements were no longer meeting needs of the community service organisations and both have decided to take direct control of IT (either through direct provision or by out sourcing) - This measn that there is significant work to do to define and look a the optinos for CSS and CCGs. **Primary Care ICT** The Department of Health has confirmed that it will delegate the responsibility for the provision of GP IT to CCGs.	
B.10		**Finalising the IT Strategy/Informatics Plan** The Informatics Plan is currently in still in draft and requires CCGs to confirm various targets. Andy to circulate to CCG's and GP leads highlighting areas still to be confirmed. **Action** **AE to update and circulate highlighting areas where a commitment is needed. Updated version to be circulated to Steering Group members by the next meeting in September 2012.**	**AE/CP**
B.11		**EOLC and Long Term Conditions Care Plans** EOLC projects at various stages across Hampshire with all three having	

	decided to use the Adastra EOLC module. North Hampshire are at the most advanced stage having already deployed the Adastra system with Portsmouth, SE Hampshire, Southampton and West Hants at the early stages of the project, • A project group to enable the sharing of electronic LTC Care plans has been established by Southampton CCG. Some work to map the current process has been completed and an Options Appraisal of potential systems is currently being developed, **Action** **CD to circulate the draft Options Appraisal once completed.**	**CD**

B.12	**Primary Care**
	• CP reported that there is an issue within Portsmouth areas (Portsmouth PCT) due to lack of clear policy on what primary Care ICT will be funded and how – this has resulted in some practices receiving funding, others not and others not realising they could apply for fudning. The process needs to be clarified. CP is creating a (new) policy document reflecting national guidelines that will will be distributed and effective from 1 October 2012.
	   o We will be outlining how the budgets will be split and which/how items are funded.
	   o We will ensure there is a single point of contact for any queries regarding the new bidding process from October 2012 and ensuring the 'needs' are transparent to all the CCG's.
	
	Action
	CP to circulate policy doc to CCGs.
		CP

Date of next meetings Wednesday 26th September 2012, 12.45pm – 5.15pm