

WEST HERTFORDSHIRE CLINICAL CONCLAVE GROUP

8.00-9.30am ON THE 17.10.07.
SEMINAR ROOM 1, 99 WAVERLEY ROAD, ST ALBANS

ACTION PLAN

1. Urgent Care

- Lindsey McIntyre to send out operational policy for new Acute Admissions Unit at Watford for comment.
- LM arranging table top exercise to test AAU operational policy.
- PBC Groups Urgent Care Leads to be invited and attend or send deputy.
- AP and LM to review timelines for Urgent Care Centre procurement and changes to A&E. We need a mechanism to plan interim services. Agreed that there should be a 2 month double running period for A&E and UCC.
Action: Lindsay Macintyre & Andrew Parker

2. Intermediate Care

- PBC Leads to identify Intermediate Care leads and report back to Mike Edwards and Clare Hawkins.
- Clare Hawkins to organise a commissioning group in West for Intermediate Care including these leads. **Action Mike Edwards & Clare Hawkins**

3. COPD

- Commissioning case for change to come to next conclave meeting.

4. Heart failure and Diabetes

- Groups to report back to next conclave meeting (Steve Laitner and Moira McGrath to link into groups for feedback) **Action: Steve Laitner & Moira McGrath**

5. Terms of reference

- Draft ToR to come to next meeting for approval - Andrew Parker & Laurie McMahon **Action: Laurie McMahon & Andrew Parker**

6. Dates of future meetings

- Next meeting: 8.00am on Thursday, 15 November at Cheere House, HHGH in Seminar Room 1
- December meeting: 8.00am on Wednesday, 12 December at Cheere House, HHGH in Seminar Room 1