



Association Representing Mental health Care

ANNUAL GENERAL MEETING

DATE/TIME OF MEETING:	23 rd April 2018
VENUE:	Marsham Arms, Felthorpe.
ATTENDEES:	Robina Clarke, Atlanta Healthcare*, Emma Cliffe* (Norwich MIND), Rachel Duttrich (Training and Assessment in Healthcare), Hayley Howes (Andrew Frederick Support)*Michael Millage (Chairman)(PCT Care), Bob Pritchard (Heritage Care), *Bernadine Pritchett (High Oaks), *Mark Talbot, (Talbot Care Services Ltd), Dev Tirbhowan (The Mount). *Committee members
APOLOGIES:	Alison Holmes* and Cynthia Phillips
MINUTE TAKER:	Caroline Payne

ITEM NO.	KEY POINTS DISCUSSED / ACTION TO BE TAKEN	NAME	ACTION COMPLETION DATE
1	<u>Welcome by Chairman</u> MT welcomed everyone to the meeting		
2	<u>Apologies for absence</u> As above		
3	<u>Minutes of previous meeting & Matters Arising</u> The minutes of the AGM held on 5 th April 2017 were confirmed as a correct record. (4) Cost of Care Exercise – MM said that the cost of care consultation for working age adults was still on-going. Funding for WAA has been reduced and it was felt that there will be a number of reviews and reductions in fees paid for these service users. MM said that NCC were running a number of provider dialogues and said this is an opportunity to participate. Dates had already been circulated but these would be sent out again via Welcome to		

	<p>the Week. MM said it was also important for Providers to evidence their costs so that this can be fed into the consultation.</p> <p>Pre-Banding – ARMC members had worked really hard and as a result of this NCC had agreed to pay all pre-banding fees at the lower banding level which was an increase for these Providers.</p> <p>Sleep-ins – MM said that Providers should follow HMRC guidelines. DT said he was having problems with this issue. RC said that NCC have said they would assist Providers and advised DT to contact NCC. Bob P said that the MENCAP case being heard soon would set the precedence for the future.</p>		
4	<p>Chairman’s Report</p> <p>Since taking on the role of Chair at the end of August last year I have realised how diverse our sector is, every provider is unique offering a wide range of support for an even wider range of people.</p> <p>Last year I spoke about coproduction and joint responsibility – NCC have confirmed this is the intention, so a good start but it will take a lot of listening from all parties.</p> <p>If we can look to complete the circle of care around the individual, connecting all partners, families and community rather than maintaining the current system of isolated relationships, then we can begin to provide a meaningful future.</p> <p>WAA cost of care continues to cause us concern. We are making representation on behalf of providers and are hopeful that our dialogue meetings with NCC will result in providers being paid the cost of care to fulfil the needs of the people we support.</p> <ol style="list-style-type: none"> 1. Development of new costing model. 2. Quality, Value for money, sustainability. <p>Sustainability is the difficult element and will need specific focus.</p> <p>Pre banding was high on the agenda and after a lot of pressure NCC have funded all pre-banding residents at, at least the lower banding level.</p> <p>We have raised practice questions for which NCC do agree to improve practice between providers, commissioners and people receiving care, although we do need support from</p>		

	<p>providers with detailed examples to challenge and improve services. This has proved difficult but NCC are committed to resolving any issues.</p> <p>Sleep ins have had an impact on providers but hopefully now we have all got this in hand. The historical wages owing need to be settled by December this year and if this is going to cause difficulty for providers please discuss this with NCC or us.</p> <p>Care Association -NCC wishes to support providers to create a new umbrella care association of which ARMC would be a member. We are unsure what the new association will look like but the intention is that it will represent what providers need.</p> <p>ARMC has been established for 37 years, ARMC is a formally constituted extremely well respected association. ARMC is supported by a volunteer board with day jobs which means that if we can strengthen the board we can support providers and each other and look forward to the next 37 years.</p>		
5	<p><u>Treasurers Report</u> There were no published accounts, there had been no expenditure for the previous year. CP said a new bank account was being opened.</p>		
6	<p><u>Election of Management Council</u> All current members had agreed to stand for re-election and were elected en-bloc, proposed by MT and seconded by RC.</p> <p>Therefore elected members are as follows:-</p> <p>Mark Talbot Emma Cliffe Bernadine Pritchett Alison Holmes Bob Pritchard Robina Clarke (Vice Chairman) * Michael Millage (Chairman)</p> <p>*RC advised that she wanted to relinquish the Vice-Chairman role as she had taken on joint Chairman's role for NIC. It was agreed that the election of officers will take place at the next meeting.</p> <p>Two new members were put forward for election as follows:- Hayley Howes and Rachael Dittrich. EC proposed and MT</p>		

	seconded. All in favour.		
7	<p>Open Forum – MM welcomed Caroline Downs from the UEA, Caroline delivered the following information:-</p> <p style="text-align: center;">Placements for UEA mental health student nurses</p> <p>Thank you for showing an interest in providing placements for UEA students studying on the BSc Nursing (mental health) programme. There are 3 options for students accessing your services as a learning opportunity:</p> <ol style="list-style-type: none"> 1. A short visit to the area – we can place your details on our student intranet pages so that they could contact you directly to arrange a visit of up to a day. 2. A week-long ‘spoke’ placement – this would be organised by the University as a week away from the student’s ‘hub’ placement. 3. An assessed placement of 8 – 10 weeks <p>For option 3, the level of supervision is different for each year group. In year one, the student would need to work with a qualified healthcare professional who has been prepared to teach and assess student nurses, if this is a nurse they need to have completed either the ENB 998 mentorship programme or an NMC (Nursing and Midwifery Council) approved mentor preparation programme. In year two, the supervisor would need to be a nurse as described. In year three, a nurse as previously described plus the nurse would need to be registered as a mental health nurse with the NMC. It is important that students are able to work with their supervisor/mentor for at least 2 days per week. We are able to prepare healthcare professionals to supervise and assess first year students. We are also able to offer mentor updates to any nurse mentors and advise as to the requirements of the NMC. Please note that these supervision rules will be changing from September 2019. For options 2 and 3, a member of UEA faculty would need to come and undertake an educational audit of your area for quality assurance purposes and in line with NMC requirements. This would include checking that the student would be able to meet their learning objectives for the placement. You can find more about the learning objectives for each placement in the assessment of practice documents on our Mentor and Practice Educator website which has open access: http://www.uea.ac.uk/foh/mpe/nursing/adult-nursing Although the link states ‘adult nursing’ it does cover all four fields of nursing. There is a daily payment to placement providers for students who attend on a full assessed placement (option 3). Students are expected to work either 30 or 37.5 hours a</p>		

	<p>week depending on the module that they are studying. We would not expect students to undertake any lone visits in the community in year one and only in the following years if it is fully risk assessed. Students are not able to transport service users in their cars.</p> <p>Please do contact me if you would be interested in any of the above options and I shall be happy to discuss with you further. Caroline Downs c.downs@uea.ac.uk 01603 597023</p> <p>MM then invited Rachael Dittrich from Training in Healthcare to inform those present of what the Company can offer Providers. RD said there were 150 short courses available and many pertaining to mental health.</p> <p>MM said ARMC needed to seek funding and could then deliver training for Providers as necessary.</p>		
8	<p>AOB There was no AOB</p>		

NEXT MEETING
DATE: TBC
TIME: TBC
VENUE: TBC

Signed.....

Chairman