

# Paediatric Intensive Care Society

21 Portland Place  
London  
W1B 1PY  
Tel: 020 7631 8819  
Fax: 020 7631 4352  
Email: [pics@aagbi.org](mailto:pics@aagbi.org)



## Paediatric Intensive Care Society

### Council Meeting

20 March 2018

### MINUTES

	MINUTES	ACTIONS
1	<b><u>Attendees (register appended)</u></b> Apologies included in register	
1b	<b><u>Declaration of interests</u></b> No declarations of interest were recorded	
2	<b><u>Minutes from last meeting (P-M F)</u></b> The minutes from the last meeting were accepted as an accurate record. P-M F reported that he had not received any comments regarding national CDR guidance. P-M F reported that he had not seen response from Cactus team regarding our questions relating to governance framework.	JF agreed to chase
3	<b><u>President's Report (P-M F)</u></b> <ul style="list-style-type: none"><li>National PIC review on-going. JF letter to review steering group discussed. Council expressed concerns regarding exact governance structure ODNs. JP suggested that network management structure might consist of CEOs from local hospital. P-M F questioned the practicality of realising the PICS standards esp. in terms of workforce. Anticipates need to re-write standards in next 2 years. Summary of discussions about concerns relating to national review: oversimplistic use of data, 'vagueness' of proposals for ODNs in terms of leadership, governance and finance structures, lack of response to concerns raised by CRG, real concerns that decentralisation might lead to destabilisation arising from a move to a tariff-based system.</li><li>P-M F reminded council that PICS has a peer review process</li><li>MB had volunteered to represent PICS on DH/RCPC seasonal influenza critical care</li></ul>	P-M F to write letter to National Review steering group summarising PCIS concerns

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	<p>guidance writing party</p> <ul style="list-style-type: none"> <li>• Rajesh Phatak (NEWTS consultant) to represent PICS on NCEPOD LTV study group</li> <li>• RCPCH / NHSE had co-hosted an 'early warning'/ PEW meeting. Carol Ewing co-chair. P-M F attended on behalf of PICS. 3 work streams and further meetings planned.</li> <li>• Still seeking HDU representative from RCPCH. No definitive response.</li> <li>• Early thoughts re. July Directors/ Matrons meeting: Morning discuss Review. Afternoon discuss stress and burnout</li> </ul>	
4.	<p><b>Secretary's Report (JF)</b></p> <ul style="list-style-type: none"> <li>• JF presented paper to Council re. national review – see discussion in president's report.</li> <li>• JF announced result of recent election to PICS S&amp;E committee – Ajay Desai successful. Congratulations.</li> <li>• Election for trainee representative on-going.</li> <li>• Need to plan for VP and president election mid-year</li> <li>• ACCEA nominations in progress</li> <li>• 'Stress' survey with AAGBI and APA in near final draft. Council discussed concerns regarding new GDPR framework in relation to data sharing of members details without their formal consent.</li> <li>• Council has agreed to move ahead with Very Connect proposal. Contract signed (£2000 start up fee). Project due to be completed June. Re. GDPR there is an opportunity during transition for Very Connect to 'clean' membership data and build in an option choice re. using data, and to have a privacy statement on website that is automatically available to new members joining.</li> </ul>	<p>JF to raise with other societies and seek advice from AG</p>

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5.	<p><b>Membership report (JP)</b></p> <ul style="list-style-type: none"> <li>• Membership numbers slightly increased (654 as opposed 614 in Dec). New members mainly still nursing.</li> <li>• JP has set up PICS membership committee and plans to write to all directors (PICU/ transport services) to ask for nominations for link persons. Council approved of proposed letter. Council agreed to have this finalised by July Directors/ Matrons meeting. Plan to hold linkmen conference pre-Directors/Matrons meeting and establish presence at PICS –E nursing events.</li> <li>• Discussion membership paper (prepared by FL). Council had asked Fiona to consider the creation of an Affiliate or associate member in recognition of colleagues caring for critically ill children in level 1 / 2 settings. Council thought ‘associate’ most appropriate term and agreed that any professional actively involved in care of critically ill child in level 1 or 2 setting, and those working &lt; 50% time in PiCU could apply for associated membership. Council agreed with list of suggested professionals but thought that AHPs should stipulate those not working in PICU. Rights and privileges as listed. Agreed that standard fee of £40 should apply. Decision to proceed on trial basis.</li> <li>• P-M F thinks society should formally move to change name to PCCS. Consensus that we should move to this time. Agreement that we need to bring paper to council outlining process.</li> </ul>	<p>PICS membership group to liaise with unit Directors re. linkpersons.</p> <p>PICS membership group to take forward PICS associate membership opportunity</p> <p>Bring as agenda item to July Directors/ Matrons meeting</p>
6.	<p><b>Treasurers report and Finance (AH/JS)</b></p> <ul style="list-style-type: none"> <li>• AAGBI office costs seem quite high at present. Need to discuss with AAGBI</li> <li>• JS2 rates have changed slightly (monthly fee coming down)</li> <li>• Annual fee currently self-funding. Council agreed to pay for this</li> <li>• HSBC main bank account closed. Still need to close down standing order account.</li> <li>• Budget plans to be similar for next year but difficult to project exact costs as Very Connect coming on line. Budget does not yet include profit derived from Nottingham meeting. Agree to offer 15-20% to LOC.</li> </ul>	
7.	<p><b>Website (Ram)</b></p> <ul style="list-style-type: none"> <li>• PR gave results of membership journal survey.</li> </ul>	AH to approach PCCM

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	<p>Main result is that members would predominantly like electronic access to wider package of journals. Need to cancel existing contract with PCCM before moving to electronic access only with a 3<sup>rd</sup> party provider such as ORVID. Council agreed to serve notice to PCCM that we will not continue to subscribe to them from the end of this calendar year.</p> <ul style="list-style-type: none"> <li>Ram has paid for society institutional Survey Monkey membership. Ram has set up this function with Paul on website. 2 'seats' purchased allows 2 surveys to run concurrently. Council agreed to purchase a 3<sup>rd</sup>.</li> </ul>	<p>and Very Connect to inform them of our intentions. Ram to approach ORVID setting out our wish to move to an electronic only platform next year. James to email Infant Journal stating view that membership wishes to continue (will need to send them an up to date membership list)</p>
7.	<p><b><u>PICS ECMO group (YT report)</u></b></p> <ul style="list-style-type: none"> <li>PICS ECMO group meeting scheduled for 1.3.18 was cancelled due to bad weather. It has been re-scheduled for 26.4.18 when training standards for ECMO providers should be signed off.</li> </ul>	
8.	<p><b><u>Conference Report (LP and AH)</u></b></p> <ul style="list-style-type: none"> <li>Council supported paper on Conference Liaison role officer. Agreed tenure should be 3 years.</li> <li>PICS meeting Nottingham profit £21000.</li> <li>PICS meeting Bristol. Most speakers confirmed. Need £23,000 to break even. Council thought social events should NOT be subsidised by council. Therefore decision that ticket price should be increased for main social event. Use and cost of App prompted much discussion: council decided that this year it will underwrite App development as a separate cost to the total value of £3500.</li> </ul>	
9.	<p><b><u>Nursing report (YH report)</u></b></p> <ul style="list-style-type: none"> <li>From the nurse managers: it has been a very difficult winter for everyone. The lack of nurses in the supply pipeline is affecting our staffing levels and bed opening capability across the country. HEE have a workforce strategy draft out for consultation.</li> <li>Education: the 3 centres piloting the Specialist course are doing well. YH will have figures to present at the June meeting. YH requests council check out updated Education tab on the website (AAGBI have been v helpful with this). Re admin for our courses. Rebecca from AAGBI has agreed that they can help us with this. It should just involve document storage and sending out completion certificates. But they have ideas</li> </ul>	<p>Council did not discuss cost implications arising from level 1 and 2 PICS-E courses. Need to do this in June</p>

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	<p>whereby they can help further which may incur a cost.</p> <ul style="list-style-type: none"><li>• The PICS E group have put together draft standards for Level 1 and 2 critical care education. Hopefully this will be approved at the May meeting. Request to use our website to host this document, in a similar way to the level 3 course material? From this, there is a request that we host Level 1 and 2 critical care courses in a similar way to the level 3. A simpler accreditation process would be required, due to the potential volume. AAGBI would be able to help if the Council agree to pay for the time. YH thinks we should have an increased admin fee for course registration.</li><li>• ESPNIC are completing a survey of nurse specialism education across Europe and are considering having a European PIC nursing course. YH has asked that PICS can collaborate with this if they should develop into anything, and offered up the work we have done over the last two years.</li><li>• Manchester are arranging our annual nurse SD for the 3rd May. The cost is £50 for non members and free for members. YH not aware of any costs to PICS, yet, but there might be room hire. Adrian is communicating re block membership deals for nurses.</li></ul>	
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10.	<p><b><u>APA update (KB report)</u></b></p> <ul style="list-style-type: none"> <li>• RCoA Curriculum discussion 8th Marc. This meeting established a common APA / PICS interest in the need to make significant progress in this area, and that the RCoA curriculum panel were understanding and responsive.</li> <li>• Fatigue project / survey (See secretary report also above). Awaiting email from AAGBI about funding and timelines as agreed at their March board meeting No response as yet.</li> <li>• NHSE review. Liam Brennan, Andy Wolf , Kathy Wilkinson and Simon Courtman have written a joint letter to NHSE essentially questioning the safety and projected implementation plans for the recommendations. This is on the back of robust feedback at the engagement sessions at the beginning of the year, attended by many APA/RCoA reps. It is noted that Adult intensivists are very unhappy at the proposals. No formal response from NHSE as yet.</li> </ul>	
11.	<p><b><u>PIC MISAC (MB)</u></b></p> <ul style="list-style-type: none"> <li>• 35 applications for GRID training posts in August. 28 appointed.</li> <li>• MB presented update from PICMISAC meeting held on 27/2/2018, and the APA/FICM/RCoA curriculum meeting on March 18<sup>th</sup>. At the latter the issue of paediatric anaesthesia in local hospitals and the dearth of paediatric anaesthetists coming into PICU was discussed in detail. The RCOA were extremely sympathetic to the issues and had undertaken to take them forward into the curriculum review Unfortunately the group leading that review did not have representation from either APA or PICMISAC.</li> </ul>	
13.	<p><b><u>Science and Education (AD report)</u></b></p> <ul style="list-style-type: none"> <li>• Elections were held for the post of 1 medical representative and 2 trainee positions – Dr Ajay Desai from the Brompton was elected for the medical rep and Hiren Mehta and Peter Donnelly were elected as the trainee reps. There are no more vacancies in the committee:             <ul style="list-style-type: none"> <li>○ Akash Deep – Medical rep</li> <li>○ Ajay Desai - Medical rep</li> <li>○ Lyvonne Tume - Nursing rep</li> <li>○ Matthew Norridge - Nursing rep</li> <li>○ Peter Donnelly – Trainee rep</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"><li>○ Hiren Mehta - Nursing rep</li><li>● <b>RCPCH PICS section and nephrology section meeting last week in Glasgow:</b> Successful collaboration for the second successive year with nephrology, 4 invited speakers, PICS abstract from Manchester selected for plenary session. For 2019, we would be looking at collaboration with ED /ID or liver/gastroenterology. Will start contacting the reps soon</li><li>● <b>PICS meeting in Bristol:</b> Need to clarify with Bristol team the formats of abstract presentation, for the last 4 years we have been having plenary oral presentations (10-12). Oral posters (5 minute duration, parallel sessions, up to 24 in number) and standard board posters. The whole committee strongly feels that oral posters give an opportunity to far more upcoming trainees and nursing members to present their work in a formal presentation and this format should be retained. <b>Abstract Submission Deadline:</b> Monday 18<sup>th</sup> June <b>Results issued:</b> 23<sup>rd</sup> July <b>Conference:</b> 19<sup>th</sup> – 21<sup>st</sup> September 2018</li><li>● <b>Research and Travel grants:</b> Deadline for research and travel grant application for the first half of the year was 16<sup>th</sup> March, results will be declared end of April. Second call would go out in June, deadline end of July- results at the conference. <b>Proposal :</b> We had discussed at the last council that the current funding for research grant will be reviewed at the next council meeting and we could potentially discuss increasing the research grant from the current £2000 pounds to £4-5000 depending on where we stand with the finances each year. <b>Travel grant</b> – £1000 X 2. <b>Research grant</b> – £4000 x 2 <b>Total</b> = £10,000 pounds pa from the current 6000 pounds pa – increase of £4 k per year. Council supported request for increased funding in principle but determined that current allocated funds have been 'drawn down'. <b>There was a view that this request should be put on hold at present until other agreed projects (VERY Connect, APP) have been progressed</b></li><li>● <b>2019 Joint PICS and PCICS meeting:</b> Duncan Macrae, Margarita Burmester, Kate Brown and Akash Deep meeting on 21/3/2018 to discuss various logistics and scientific content of the</li></ul>	
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	meeting including venues for PICS subgroup meetings, pre-conference workshops etc. Will keep the council updated on the developments.	
15	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Sir Norman Williams has been asked to lead review into Gross Negligence Manslaughter in healthcare.</li> <li>• P-MF suggestive utility of having a press officer position on council. He also suggested that officers should get media training. Council v. supportive of this.</li> <li>• Council thought specialist societies should present at Council 1 x year.</li> <li>• Council needs to re-engage with lay member.</li> </ul>	<p>P-M F to investigate</p> <p>JF to write to chairs specialist societies                      JF to chase</p>
4	<p><b><u>Dates of future meetings (2018)</u></b></p> <ul style="list-style-type: none"> <li>• Wednesday 20<sup>th</sup> June 2018 – 1115-1500 (Portex room for Council Meeting)</li> <li>• Wednesday 11<sup>th</sup> July 2018 – 1000-1600 (Intavent room for Nurses and PIC Directors Meeting)</li> <li>• Wednesday 19<sup>th</sup> September 2018 PICS ASM Bristol</li> <li>• Thursday 13<sup>th</sup> December 2018 – 1115-1500 (Portex room for Council Meeting)</li> </ul>	

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## Action Log

Number	Date	Action	Person Responsible
2.	20/6/17	End of life decision-making framework: develop standard practical guidance.	JF to liaise with JB – has talked at CHELSIG. Possible plans to convene a special meeting. UPDATE. RSM/RCPCH convened meeting held 17/4/2018. 2 <sup>nd</sup> meeting planned June
3	20/6/17	RCPCH to nominate HDU rep to council	P-M F update 20/03/18: RCPCH have discussed-> still awaiting nomination
5.	20/06/17	Specialist societies to write Terms of Reference	JF
6.	20/6/16	Conduct survey of membership re. views on receiving PICM/NICC journals (plus INFANT) magazine	PR. Completed
7.	11/10/16	MIST standardised infusion policy – still to come to Council for sign off	P-M F/Council
8.	12/10/17	Establish PICS membership committee and to write to all unit/ transport services Directors/ Matron to gain recommendations for consultant/nurse linkpersons	JP
9.	12/10/17	Prepare proposal for PICS- E HDU course.	YH/FL
10.	12/10/17	Prepare proposal for increased monies towards research and travel grants.	AD
11.	12/10/17	Prepare paper for Council outlining roles and responsibilities of Conference Officer to Local Organising Committee	LP. Completed and presented 20/3/2018

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## Attendees and Apologies

	Present	Apologies
<b>Trustees</b>		
Peter-Marc Fortune (Pres)	Yes	
Peter Wilson (Past-pres)	No	No
Jeff Perring (Vice-pres medical)	Yes	
Fiona Lynch (Vice-pres nursing)	No	Yes
James Fraser (Hon Sec)	Yes	
Adrian Humphry (Treasurer)	Yes	
P Ramnarayan (Website/Retrieval)	Yes	
John Papachan (Membership and APA rep)	Yes	
Margarita Burmester (Med rep)	Yes	
Sarah Mahoney (Med Rep)	Yes	
Yvonne Heward (Nurse rep)	No	Yes
Lynda Pitilla (Conference liaison)	Yes	
Carli Whittaker (Nurse rep)	Yes	
Simon Gates (AHP rep)	No	Yes
Carla Lilleker (PICS Trainees rep)	Yes	
Peter Sidgwick (RCPCH Trainees rep)	No	Yes
<b>Co-opted</b>		
Akash Deep (PICS-S&E)	No	Yes
Ajay Desai (PICS-S&E)	Yes	
Barney Scholefield (PICS-SG)	No	Yes
Joe Brierley (ESPNIC)	No	No
Carl Waldmann (ICS)	No	No
Karen Bartholomew (APA)	No	Yes
Kate Brown (cardiac)	No	No
Yamuna Thiru (ECLS committee)	No	Yes
<b>In attendance</b>		
John Speed	No	
Adam Gibbs (JS2)	Yes	

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