

## Medical Device and Supply Group



Wirral Community  
Health and Care  
NHS Foundation Trust

**Date:** 10<sup>th</sup> March 2021  
**Duration:** 11am  
**Location:** Microsoft teams

<b>Members:</b>	
	IPC and Patient Safety Manager
	Procurement
	Patient Representative
	Patient Representative
	Medical Devices Manager (Chair)
	Advanced Practitioner, IPC and Quality and Governance
	Manual Handling
<b>Apologies:</b>	
<b>In Attendance:</b>	
	Senior Assistant (Minute taker)

No	Topic Summary	Outcomes / Actions	Lead (Date)
1	<b>Apologies</b> The apologies for absence were noted.		
2	<b>Minutes of Previous Meeting/Matters Arising</b> Minutes from the previous meeting were agreed and actions discussed.		
3	Terms of Reference RC confirmed that the TOR has been completed, conversations started and datix been discussed. Information will be shared by our comms team in the daily comms and the daily shout out.		RC
4	Mediquip RC introduced ***** RCh to the group and gave a brief description of Rogers's role. A discussion was had regarding the service the trust was receiving from mediquip. RCh provided the group with information of various changes that are happening and will be happening in the future. MH confirmed that the service and communication between us, mediquip and the service end user has improved and is continuing to improve. MH confirmed that she herself is working alongside RCh to strive to continue to make improvements. MH thanked RCh for his input in assisting with the CICC. RCh confirmed that he had put in place an action plan after reports of the condition of the equipment that was delivered to CICC. RCh requested that if staff find that an item of equipment is damaged they photograph and forward to RCh and report. The contract renewal was explained to run at 4+3+2 year contract RCh explained the legalities around the contact. CV discussed the end dates for each yearly renewal of the contract. Mediquip are looking at setting up choose and book times slots to make the delivery process quicker and more efficient. Mediquip service runs from 8-8. LC asked if the prescriber can over ride the machine and it was confirmed they could. LC also requests that public transport be took into consideration		RC

No	Topic Summary	Outcomes / Actions	Lead (Date)
	when opening Independent living centres. RC suggested organising a sub group to discuss mediquip further it was agreed by the group		
5	<p>Maintenance Update</p> <p>RC confirmed that all syringe drivers servicing is now being completed in hubs. All syringe drivers are now programmed with the Hub name. RC updated that our allocated engineer is now working out of hubs. SQ confirmed that all was working well.</p>		RC
6	<p>EQA Update</p> <p>RC confirmed that there were some problems around delivery and he is liaising with them regarding the process.</p>		
7	<p>Enuresis Alarms Update</p> <p>RC confirmed that they have all been delivered.</p>		
8	<p>Equipment Overview</p> <ul style="list-style-type: none"> <li>• Wheel Chairs</li> </ul> <p>RC and MH to discuss wheelchairs not portable, confirm medical devices regulations, queries around medical adaptations guidance.</p> <ul style="list-style-type: none"> <li>• Leg Ulcer Couches</li> </ul> <p>Couches not CE marked. RC &amp; MH to investigate.</p> <ul style="list-style-type: none"> <li>• LOLER</li> </ul> <p>Repositioning of tracks RC &amp; MH to discuss.</p> <ul style="list-style-type: none"> <li>• CCC Ward</li> </ul> <p>RC working with MH regarding equipment on site and equipment on site not being fit for purpose. RC &amp; MH to liaise regarding bed height. MH requested that mattresses brought by the trust for Elliot House be brought back to the trust. CV confirmed that no decision has been made regarding the future of the wards.</p>	<p><b>RC &amp; MH to liaise</b></p> <p><b>RC &amp; MH to liaise</b></p> <p><b>RC &amp; MH to liaise</b></p> <p><b>RC &amp; MH to liaise</b></p>	<p><b>RC MH</b></p> <p><b>RC MH</b></p> <p><b>RC MH</b></p> <p><b>RC MH</b></p>
	<p>Divisional Updates From Services</p> <ul style="list-style-type: none"> <li>• Adult &amp; Community – no updates</li> </ul>		

No	Topic Summary	Outcomes / Actions	Lead (Date)
	<ul style="list-style-type: none"> <li>• Integrated Childrens – no updates</li> <li>• Urgent &amp; Primary Care – no updates</li> <li>• Adult &amp; Social Care – no updates</li> <li>• Procurement – already discussed</li> </ul>		
	<p>Patient Safety Update</p> <p>NONE</p>		
6	<p>Items for the risk register</p> <p>Score for mediquip reassessed from 16 to 12. This figure will reduce with more communication. RC updated on PPMs assessing patients in homes and carehomes and the risk of patients equipment being serviced delayed during covid.</p>		
	<p>Any other business</p> <p>MLR informed the group that some services have ordered alternative PPE Masks via Procurement. The Trust uses only government provided PPE for patient and staff safety. MLR advised that any requests for alternative PPE will need to be taken to Infection Prevention Control Team for review and depending on the PPE requested submitted to the Medical Devices Group for approval. Services should not be requesting alternative PPE via Procurement</p>		
	Date of next meeting – 22 June 15:00 MS Teams		

