



Care Programme Approach Association  
supporting quality care standards and celebrating diversity

## CPAA Welsh Region

Meeting held at the Welsh Assembly Government Building,  
Unit 32, Ddole Road, Llandrindod Wells, LD1 6PF

**On Tuesday 23<sup>rd</sup> June 2009**

### Present

Laurence Doyle	Cardiff & Vale NHS Trust
Linda Sheppard	Cardiff & Vale NHS Trust
Dave Hutchinson	North West Wales NHS Trust
Ian Stevenson	Bro Morgannwg NHS Trust
Kelly Jones	Gwent Healthcare NHS Trust

### Apologies

Michaela Morris	Cwm Taf NHS Trust
Sandra Loxton	North East Wales NHS Trust
Alison Davies	NHS Direct Wales
Jayne Anderson	Hywel Dda NHS Trust
Bleddyn Lewis	Hywel Dda NHS Trust
Tracy Davies	Hywel Dda NHS Trust
James Ferris	Ludlow St Healthcare Group

### 1. Minutes

The minutes of the meeting held on 21<sup>st</sup> April 2009 were read and accepted as a true record.

### 2. Matters Arising (from minutes)

- a) **Training Package** – It was agreed to defer this item until the next meeting. However, Ian stated that committee members have been invited to a presentation and workshop by Lincoln University re: the training package.
- b) **Outcome Focus Care Planning/Training** – no care planning training resources were available.
- c) **CPA Policy Development** – to date, no response had been received from Peter Martin.
- d) **Mental Health Data Set** – this item was deferred until next meeting.

### 3. CPA Review in Wales

Ian & Bleddyn had attended the All Wales Managers meeting where Emrys Elias, DSU presented the findings of the CPA Review in Wales.

Ian read out the presentation and points were briefly discussed.

This report had been given to the Performance Management Group with 26 recommendations for the Health Minister to consider and findings were expected next week. However, Dave reported that this document was for WAG only.

Also DSU & NLIAH would be visiting trusts again in January/February 2010.

**Action: Ian to email presentation to everyone. Action plans to be written and agreed to address recommendations by members.**

#### **4. AOF Target and WAG Guidance**

The question was raised as to how are other areas would be collecting the data. Discussions followed and it was noted that nearly all trusts in Wales were unable to collect the data, although Gwent were looking for a process to do this.

Discussions continued on the *Definition of a Completed Care Plan*. Each bullet point was discussed in detail and it was agreed that an explanation of each phrase was needed.

It was agreed to concentrate on this issue for the remainder of today's meeting.

- *Identified interventions and anticipated outcomes*
- *Recorded actions necessary to achieve agreed goals*
- *In the event of disagreements, the reasons for these*
- *A description of the intensity of planned interventions based on established categories ie 1= daily, 2= >3 contacts per week, etc. and given an estimated timescale by which the outcomes or goals will be achieved or reviewed*
- *An accurate identification of needs that have not been met*
- *Assessment of risk and how this risk is being managed*
- *Contingency and crisis plans where appropriate (all service users on the Enhanced Care Programme Approach will have these as a required element of their care plan)*
- *Details of the contributions of all the agencies involved*
- *Name and contact details of the care co-ordinator*
- *The patient holds a copy of the care plan*
- *A record of the needs of the family and whether a referral is required (with regard to the recent legislative changes to the Children's and Families Measure) for those who are at highest levels of need*

**Action: Dave agreed to prepare a draft of the explanations needed.**

#### **5. Feedback from Wrexham meeting**

Meeting went well although attendance was low. Both presentations were very good, particularly 'Developing a Suicide Strategy for Wales' by Phill Chick.

#### **6. Transfer of care guidance**

Following discussion it was agreed there were no robust procedures in place other than with the Prison Service.

#### **7. Members Issues**

Dave gave feedback from an IAG meeting where 'intelligent targets' were discussed. Dave agreed to email the information to members.

Ian requested a local meeting for South Wales members.

## 8. Any other business

8.1. Attendance at today's meeting was low and it was agreed a commitment to attend the Welsh Regional meetings must be given. Brief discussions followed and the following was noted:

- Should we meet more regularly?
- Should we maintain contact via email?
- If unable to attend, a representative should attend?

8.2. It was agreed to send an email requesting more commitment to attend meetings.

8.3. Members were informed that Les Rudd would be attending the meeting in September.

8.4. Article for Journal – consider an article on the CPA Review in Wales following the receipt of the recommendations.

The following topics were deferred until the September meeting.

- CCAWI Training Resource
- MHMDS
- Welsh Regional CPAA Group Terms of Reference

Laurence gave his apologies for the September meeting.

Next CPAA Welsh Regional Meeting to be held on Tuesday, 8<sup>th</sup> September 2009 hosted by Bleddyn Lewis.

## 9. Future Meetings

### ***Welsh Region***

Tuesday 8<sup>th</sup> September 2009 Bleddyn Lewis

Tuesday 3<sup>rd</sup> November 2009 Jo Cottier

### ***CPAA Quarterly Meetings***

15 <sup>th</sup> July 2009	Lincoln
23 <sup>rd</sup> September 2009	Sunderland
20 <sup>th</sup> January 2010	West
21 <sup>st</sup> April 2010	Oxford
14 <sup>th</sup> July 2010	Nottingham
6 <sup>th</sup> October 2010	North/South West

### ***CPAA Conference***

25<sup>th</sup> November 2010 Coventry