

LEEDS PALLIATIVE CARE NETWORK

PROGRAMME OVERVIEW 19/20



Leeds Palliative Care Network

Objective:	To capture progress of the LCPN projects within 19-20 To enable monitoring of achievement and provide targeted support where required.	<div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 2px;">on track</div> <div style="border: 1px solid black; padding: 2px;">on hold</div> </div> <div style="display: flex; justify-content: space-around;"> <div style="border: 1px solid black; padding: 2px;">delayed</div> <div style="border: 1px solid black; padding: 2px;">off track</div> </div> <div style="border: 1px solid black; padding: 2px; width: 100px; margin: 0 auto;">complete</div>	Lead Name:	M Stockton
			Start Date:	May 2019
			End Date:	Mar 2020

January 2020 Update

Project title and Purpose	Key Milestones	Project Lead	Update	Start date	End date	Funding?	Progress
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Education & Research

1. Palliative and EoLC Learning Outcomes Ensure a consistent approach and standard is used for delivery of EoLC education that is evidence based.	-Map city wide education to the outcomes. -Support any planned new implementation; -Evaluate the impact of using the outcomes. - Leeds input to Regional work; benchmarking CNS roles to outcomes	Trish Stockton	Prof Taylor is undertaking an evaluation of how the outcomes are currently being used in Leeds and what challenges there are to implementation. Then we will review how we are going to use them citywide. The EoLC outcomes are now in the Professional section of the new LCPN website as a key place to access, they have been updated to include the Nurse associate role. CNS mapping completed and they are being used regionally through ECHO programme;	Jul-17	Ongoing	N	on track
2a Communication Skills Training To deliver consistent and high quality training in communication skills for EoLC across Leeds - Training Delivery	- Deliver Training -Support new facilitators to develop skills. -Update for existing facilitators.	Trish Stockton	1 new facilitator has been trained 2019. TS continues to support facilitators - new and existing training programme continues to be delivered regularly.	Jul-17	Mar-20	N	on track
2b Communication Skills Training To deliver consistent and high quality training in communication skills for EoLC across Leeds - Strategy and Programme Content	-Update current training material. -Refresh Communication Skills Strategy		LPCN agreed to use resources to support a post to deliver key strategic development. Draft role profile written and to be taken forward		Mar-20		off track
3. Website Education Content To ensure the education materials and information available on the LPC website is up to date, accurate and complete.	-Agree content list for education section. -Agree lead responsible people for each sub section -Agree materials to be uploaded - Provide content materials to LCPN office within agreed timescale -Review and update content on regular basis	Trish Stockton	Education content on the LCPN website Ongoing review of content by Education Group and areas updated or added to accordingly	Feb-19	01/05/2019 May 2020	N	on track
4. Leeds Paramedic Crew Training To ensure Leeds Paramedic Crew gain and maintain the skills required to provide a high quality service	- Agree content of Training with YAS - Deliver training as agreed- 3 sessions - Review Training needs annually	Trish Stockton	3 sessions have been delivered to approx 60 paramedics. Evaluations are outstanding. To discuss with YAS about further training.	Jun-19	Mar-20	N	on track
5. Train the Trainers - Advance Care Planning for People with Dementia To deliver agreed Advance Care Plan training programme to professionals across the region as commissioned by West Yorkshire and Harrogate ICS	- Finalise the training programme content with ICS - Agree training dates and advertise - Select 10 facilitators for first cohort - Deliver training twice / year	Trish Stockton	Delivered 2 training sessions for facilitators and supporting in practice Delivered sessions to front line staff and there are more Advanced Care Planning training sessions taking place up to May. Programme will be evaluated March 2020	Apr-19	Mar-20	NHSE	on track
6. EoLC / Symptom Management /Syringe Driver Use Training for LYPFT / The Mount To provide clinicians within The Mount the skills necessary to deliver EoLC, use and administer medications via a syringe driver	- Agree training needs and content - Develop a training plan / sessions - Deliver the training - Evaluate Training - Monitor clinician competence and confidence using the equipment and delivering care	Trish Stockton Nicky Needham	Training Team (includes St. Gemma's, Wheatfields and LCH) delivered 6 sessions which included prescribing and medication training from Moira Well evaluated and training group to meet LYPFT to discuss future training needs Syringe Driver Training on hold pending development of LYPFT guidelines	Apr-19	Mar-20	N	on track
7. ECHO System To develop, support and promote a tele-education system citywide. (incl GP's, Care homes, EoL Teams and NHS Trusts).	-Engage with national roll out for use of ECHO -Secure Funding for staff time to support project -Complete training for initial ECHO team -Citywide Engagement event -Agree next steps and roll out -Start first ECHO course -Evaluate ECHO use -Agree next stage roll out - Recruit Admin Support	Jane Chatterjee	1 GP programme completed. Commenced 2nd GP programme Feb 2020. ECHO Co-ordinator will increase to 2 days per week to meet demand. CNS regional ECHO programme in progress. Care homes programme - gone out for EOI in collaboration with EoLC facilitators. Discussions with key people about using the Hub for other areas of training e.g. Frailty and also working other regional hubs. To take forward connection with WYICS.	Sep-17	Mar-20	Funding made recurrent for ECHO Support Team	on track

Patient Experience & Quality Improvement							
<p>8. EOLC Metrics Agree and implement a suite of metrics across Leeds to measure the effectiveness and quality of palliative and EoLC</p>	<ul style="list-style-type: none"> - Full Metrics Report Produced - Understand links to other metrics / information systems (EG RAIDR) -EPaCCS report flowing routinely every quarter - Further Metrics agreed for next Leeds Strategy - Continue to pursue interoperability and influence LCR 	Adam Hurlow	<p>Q1 2019/20 reports now available. Hospital attendance and admissions in last 90 days data now available. Citywide report still delayed. Summary written Met on 19th Dec to further analyse hospital data and suggest future measures to report. To meet to review and agree future potential Metrics for Leeds Strategy LPCN have secured a place on the Leeds Informatics Board. Group met 9th January agreed to focus on Metrics next meeting. Continuing to pursue opportunity to fund LCR required developments.</p>	ongoing	Mar-20	N	off track
<p>9. Improving EPaCCs, its use and reporting Increase the use of EPaCCs across Leeds Providers to improve the coordination and management of Palliative & EOL Care. To improve the reporting of EPaCCs data to further improve use, monitor EOL outcomes and inform system planning. To include the use of and access to the ReSPECT document and process. (Recommended Summary Plan for Emergency Care and Treatment)</p>	<ul style="list-style-type: none"> -Develop PPM+ version of EPaCCS template and reports. -Pilot PPM+ version -LTHT launch -Explore options for shared palliative care view within Leeds Care Record -PC information leaflet updated and implemented -EPaCCs User Feedback -Patient consultation -Evaluate EPaCCs to inform further quality improvements required -Fully Review EPaCCs tool 	Sarah McDermott	<p>LTHT EPaCCs developed within ReSPECT. Reports development in progress. ReSPECT/ DNACPR link from PPM+ ReSPECT Form improvements planned following feedback. 1. LPCN linked with Community ReSPECT Group, with hospice, GP, CCG and LCH representation and will receive notes. • Project support for Community Respect Group extended to end of March 2020 • phase 1 and 2 training project plan developed and LCH clinical and project management resource identified. 2. Training T&F group meetings continue to scope and plan... • Phase 1 implementation April 2020 o Targeted training for existing LCH, hospice and Primary Care DNACPR signatories and GPs o Awareness raising • Phase 2 – to be further developed post phase 1 implementation 3. ReSPECT community process maps being finalised to support phase 1 training. Currently no viable options available to upload to LCR or generate an alert on LCR – discussions on going to re future developments. 4. S1/EMIS Planning Ahead (EPaCCS/ReSPECT) template shared with Resus Council 31.1.20 and approved. Final sign off meeting being arranged end of Feb. S1 status marker identified. ACP potential to support frailty PHM explored. 5. What Happens When My Heart Stops patient information leaflet revised, printed and available within LCH. Link to be made available to Primary Care. 6. Public involvement campaign – Tom Daniels developing draft comms plan. 7. Community group leads establishing regular catch up mtgs with LTHT/LCR. • Audit of ReSPECT forms completed and fed back to LTHT - further audit to be planned in 6/12. AUPC Audit of EPaCCs data and EPaCCs user survey to inform future targeted Quality Improvement Work. To feed back findings to LPCN group March 2020.</p>	Sep-17	Mar-20	N	on track
<p>10. Improving EOL care data within the Leeds data set To expand the EOL data available for future analysis and planning by adding hospice data.</p>	<ol style="list-style-type: none"> 1. Meet with the Leeds health and care Informatics team 2. Agree what hospice data should be included within Leeds data set from both St. Gemma's and Wheatfields 3. Agree how data will be collected / flow 4. Check all IG requirements are covered including any additional data sharing agreements 5. Consider other useful data that might be included - e.g. CHC fast Track data. 	Mike Stockton	<p>First meeting 4TH September very positive. Tony Deighton met with Simon Harris and team to review data available. Initial data set shared by Tony. Tony will liaise with Daniel Yates. Additional data sharing agreement may be required- Simon Harris reviewing the need for this. Meetings ongoing. Amend completion date to March 20.</p>	Jul-19	Mar-20	N	on track
<p>11. Provision of 50 additional Syringe Drivers to core care providers To improve patient care and experience through increasing availability and access to equipment required for effective symptom management</p>	<ul style="list-style-type: none"> - Meet with LTHT medical Physics to explain bid and agree purchasing process - Order Syringe Drivers and lock boxes - Transfer fund to LTHT - Finalise numbers required with each provider - Medical Physic to check and label devices - Distribute to Providers 	Diane Boyne Liz Rees	<p>Syringe Drivers delivered to Leeds Medical Physics Medical Physics liaising with manufacturer regarding software so they can be programmed for local distribution and use. There has now been a medical alert and a Field Safety Notice issued regarding the software so equipment cannot be released for clinical use until issue resolved. Awaiting MHRA approval of updated software. New model may require additional training; the Directions for Use Manual has been updated by the manufacturer.</p>	Apr-19	Nov-19	Y CCG Pipeline Bid	delayed
<p>12. Bereaved Carer's Survey: To gain feedback on experience of EOLC delivered from carers of recently deceased patients.</p>	<ul style="list-style-type: none"> -Work with Healthwatch on design, promotion and analysis -Review and refine survey for scientific rigour -Finalise survey to be delivered annually with CCG funding -Agree distribution process and dates for survey -Analyse returned surveys -Produce annual report of findings 	Liz Rees Helen Syme	<p>Report for 2018/19 agreed and finalised. Published on LPCN & Healthwatch website and distributed widely via email. Healthwatch will continue to support 19/20 survey. Agreed that next survey will run in Q4 Jan- March 2020. The SOP, surveys and posters have been agreed and finalised. Healthwatch will print and deliver the surveys and posters to the agreed location for each organisation. The project is on track to commence 1 January 2020. Healthwatch quote for the work received and approved Helen Syme taken over lead for the group. 19/20 Survey commenced. Healthwatch are sending surveys to the relevant organisations with positive feedback and any surveys with particularly negative feedback are being sent through as well.</p>		Mar-20	Y Recurrent funding Request annually	on track

Workforce & Service Development							
<p>13. Transfer of Care - Hospital to Hospice To improve the transfer of patients between hospital and hospices to improve continuity of care and patient experience.</p>	<ul style="list-style-type: none"> - Monitor impact of daily patient transfer meeting process. - Agree new areas for improvement and prioritise - Refresh Terms of Reference - Monitor ED transfer pathway impact 	Clare Russell	<p>Meeting Dates Set for 2019-20. Priorities will be: Hospital : Hospice - Optimise use of Hospice EOLC Beds - Monitoring implemented changes and TOC data. - Scoping Trusted Assessor Models - Silver Command responses - ED TOC project Group met 4th February 2020. To review and update the TOC process guidance following. Catherine Malia to meet with ED consultants regarding ED TOC process. Hannah leading the Trusted assessor pilot.</p>	Oct-19	Mar-20	N	on track
<p>14. TOC - Community Flows Improvement To improve the transfer of patients between all providers to improve continuity of care and patient experience</p>	<ul style="list-style-type: none"> - Establish new working group - Agree Scope for the project - Agree TOR including membership - Understand current service provision / models of care - Agree best way to improve model of care - Agree actions required and way forward - Implement changes agreed. 	Diane Boyne Ruth Gordon	<p>First meeting held on 7th November with follow up on 30/01/2020 Wide representation from all partners attended both meetings. Group to be called Community Flow Improvement On 30/01/2020 agreed use of Whole Systems Approach supported by Leeds Beckett University to move to an understanding of gaps and duplication – phase 1. WSA work will aim for launch meeting after Easter - early May. Phase 2 will be to consider longer piece of work which will review / map current services then identify opportunities for improvement. Winter Planning task and finish subgroup meeting on December 12th. Ideas that might be deliverable and impact before March 20 collated and high-level action plan shared. This was updated in January with many outcomes achieved. TOR reviewed and agreed Project lead appointed. To produce PID and business case for LAHP funding.</p>	Oct-19	Mar-20		on track
<p>15. Improving EOLC for people with Heart Failure To improve the quality of care for patients with advanced heart failure in Leeds</p>	<ul style="list-style-type: none"> - Re-establish project group links with LHTT Cardiology and Community Heart Failure Nurses - Agree priorities for 19/20 workplan - Map Leeds against Hospice UK recommendations and identify gaps - Put in place activity monitoring process - Check staff confidence via self efficacy scale - Deliver update / refresh training as required 	Jason Ward	<p>Report with recommendations written and circulated. Funding to support MDT and further Quality Improvement work agreed by CCG for 2019-20. Meeting to agree high level plan for 19/20 complete. Review against Hospice UK standards ongoing. Guidance on S/C diuretics in community implemented.</p>	Apr-19	Mar-20	Y Recurrent funding	on track
<p>16. Leeds Palliative Care Ambulance To provide support to the operational Group and deliver service improvements identified</p>	<ul style="list-style-type: none"> - Agree the new Terms of Reference - Establish formal reporting into LPCN - Develop Quarterly Activity Report for LPCN - Develop a Stand Operating procedure for the service - Ensure SOP is adopted by YAS formally - Agree service improvement plan for 19/20 (Contracting and Commissioning with CCG) 	Dave Green	<p>Draft TOR for group completed including reporting into LPCN. New Chair agreed for the group - Dave Green, Head of PTS, YAS. LPCN office will administrate meetings. Final SOP approved by YAS Governance and LPCN Executive. Training to crew delivered. Action Plan updated Dec 19. Quarterly Summary Activity Report to be developed. Still pursuing procurement of replacement ambulance. CCG Funding will be secure until new ambulance in place but may be hire agreement not purchase. YAS and CCG contracts to resolve.</p>	Apr-19	Mar-20	Y CCG funded service	on track
<p>17. Improving EOLC for people living with Dementia Through a collaborative and whole system approach implement evidenced based practice and influence system wide workforce, training and development.</p>	<ul style="list-style-type: none"> -Secure funding for project lead -Establish a citywide project group -Develop project plan for priorities agreed. -Establish links with regional/ national groups -Identify gaps in workforce and propose solutions -Share Evidenced Base Practice 	Jane Chatterjee	<p>Priorities : - Securing End of Life Admiral Nurse post(s) for Leeds Bid not funded. Resubmitted via P&EOLC commissioner - To develop a cohesive approach to the assessment of pain and distress Pain Subgroup established- work ongoing. - To develop a cohesive approach to Advanced Care Planning. ACP Subgroup established - System wide workshop to feed into regional work on 22nd July - well attended. Workshop report completed and published. Links made with LCP Clinical Leads. Member of WY&H ICS Working group Jane presented EOLC work at Dementia Strategy Group Event. Meeting 16th January - Updates on workstreams received. Overarching dementia Governance clarified. Jane to leave project lead in March. To identify replacement.</p>	Jan-18	Mar-20	Pipeline bid	on track

Medicines Management							
18. Anticipatory Medications To provide consistent advice and access to Network member organisations on the prescribing and use of anticipatory medicines	- Audit of S/C medication administered in last days of life - Present Results to Anticipatory Meds Group - Discuss issues identified at National Anticipatory Study Days - Review Anticipatory Syringe Driver Guidance - Identify next Steps	Moira Cookson	To undertake a further 3 month audit within LCH: Audit form redesigned and approved by PCL's at LCH Karen Neoh briefed PCL's about form completion. Audit to commence Jan 2020 for 3 months to include pre and post death medication quantities To redraft the Anticipatory Syringe Driver Guidance and include within LCH last days of life guidance. Meeting January 2020. Develop link with Ben Bowers (Cambridge) to share learning through audit work and influence national agenda.	Sep-17	Mar-20	N	on track
19. Review and Refresh Existing Guidance Ensure all existing and approved guidance is updated within agreed timescales and redistributed across the system	- Ensure all approved guidance have review dates agreed - Establish review groups for guidelines as required - To review seizure and bleeding guidance -Review and update Liver and Renal Guidance	Moira Cookson Lisa Nicholson Suzie Gillon Rachel Sorley	Ongoing Executive are happy for documents to be owned by LPCN Lisa will work with Suzie Gillon to review guidance. Final comments made for both guidance docs. LPCN approved. With Medical Illustrations for final amends Previous author group met to update documents. Minor amends required. Moira to update community renal guidance in line with above document. Documents amended in light of comments received.	April 19 March -20 March -20	Mar-20 March -20 March -20	N	on track
20 Electronic Prescribing and Medicines Administration (EPMA) within Hospices IPU Improve prescribing and accountability of administration and reduces risk of medication errors	- Scope the systems available to support EPMA - View potential system options - Agree preferred system to use - Understand what is technically required to deliver - Secure hardware to deliver system -Produce Implementation Timeline -Implement system across hospices	Moira Cookson	TPP have identified issues with community prescribing that will be compromised if IPU EPMA is switched on. Meeting with Tony Deighton, Jason Ward and Valerie Shaw to clarify the impact of these at St Gemma's and then move forward with organising training from TPP. Wheatfields have a new IT/ System 1 manager in post who will help move project forward. Hardware purchased by St. Gemma's as will support paper light. Link with Kirkwood Hospice that will facilitate reciprocity of resources on EPMA projects. Building/testing formulary Mar/April 19 - Done Kirkwood Hospice go live EPMA May 19 - Done St Gemma's and Wheatfields initial TPP training and EPMA switch on June 19 Wider staff training / importing formulary / local testing July & August St Gemma's & Wheatfields Hospices go live EPMA Sept -Jan 2020 First Phase completed within St. Gemma's . Only syringe drivers on paper now, all other prescribing via e-prescribing system. Wheatfields now live with EPMA.	Jun-18	Mar-20	Pipeline bids x 2	on track
Corporate							
21 Palliative Care Website: To maintain LPCN website for public and professionals to provide advice and support regarding EOLC.	-Oversee input and website content - Quarterly oversight and review group meetings - Manage associated promotional materials - Maintain links with BML who support management and development of website.	Diane Boyne	Website Group to oversee further developments established. Activity on website good. Public Sections- Content to be refreshed. LPCN content moved under About Us and Resources to simplify searching. Item within LPCN Bulletin Patient Information Leaflet Version 2 agreed, amended and 2,000 copies printed. Distribution to providers commenced. Group to meet quarterly. To meet with BML 11th February regarding next years support .	Jun-19	Mar-20	Pipeline bid Recurrent Funding to maintain from 2019-20	on track
22 Strategy Development To inform and develop the next Strategy for Palliative and EOLC for Leeds	Gather all available intelligence and feedback: Strategy Event Report, Refreshed HNA, Optum Information, Bereaved Carers Survey Report, EPaCCS / Metrics Report AUPC - EPaCCs analysis / survey PHM - Frailty Outcomes etc. Scope Out and agree Key Priority Areas / Themes. Secure Support for Strategy Production Establish Strategy Advisory Group High level Plan Agreed SAG to agree dates	Mike Stockton	Strategy Advisory Group TOR agreed. Draft Strategy Framework Developed and supported Draft Population Outcomes Document amended and supported. Final HNA produced and circulated following SAG feedback. LPCN Celebration and Planning Event 27 Nov Report finalised and published. SAG on December 5th reviewed and approved existing documents. Peoples Voices consulted on Outcomes. Outcomes amended and finalised. Proposed Strategy Document Format provided by Penny Allison , CCG. to start to write. Next Strategy group 12th February 2020	Feb-19	Mar-20	Core MCN LAHP Grant TBA	on track

External / Wider network							
<p>23 Frailty PHM Ensure palliative & EoLC is represented in plans for development of Population Management Approach to Frailty and EOL</p>	Maintain LPCN links to working groups and ensure mechanism for feeding back	Adam Hurlow Sarah McDermott Gill P	LPCN maintaining involvement. Working groups formed: Training & Culture; Proactive Care; Virtual Ward; Rapid Response; Discharge. Links with 2 LCP's made regarding Advance Care Planning. Virtual Ward due to go live 4.11.19 for Beeston and Middleton NTs. Initial focus will be on hospital avoidance. Frailty agenda remains complex and variable so Adam H will continue to liaise via Frailty Strategy Group. Contact made with Emma Fraser - CCG project lead.	n/a	ongoing	CCG PHM £6k	on track
<p>24. Single Point of Access (SPA) Ensure Palliative & EoLC is represented in plans for Citywide SPA.</p>	Better understand the citywide work.	Sarah McDermott Diane Boyne	Leeds CAS to analysed data regarding % of EOLC calls Plan for Leeds CAS to expand number of Practices supported and times available from April 2019 has not yet been supported by CCG. Val visited CAS to share learning. Citywide Group met July 16th. Identified list of entities that could be part of single SPA but progress slow. EOLC colleagues to met with LCD separately on Oct 9th and agreed if SPA remains a priority LPCN will need to plan for this and approach CCG for support as citywide project will not deliver EOL SPA for some time. Effective patient communication, support and care coordination a priority but to consider if SAG best way of delivering.	n/a	n/a		on track
<p>25. Respiratory / COPD Pathway Ensure Palliative & EoLC is represented in plans for COPD pathway(s).</p>	LPCN contribute to citywide agenda and service redesign.	Sarah McDermott	The group is currently focussing on the following: <ul style="list-style-type: none"> • Advance care planning in relation to pulmonary rehab • Perceived delays in care packages at the point of discharge and for people already at home • Non-pharmacological approaches to care/breathlessness • Wider sharing of LTHT medicines management guidance around de-prescribing • Wider sharing of LTHT training podcasts • Further citywide study day Links with the Community Geriatricians have been made NB Chris Kane, Suzie Gillon, Alison Bolland and Jason Ward working collaboratively. Audit of potential need/ demand for MDT support undertaken; Survey within LTHT. Presentation to LPCN group on 10th July. LPCN arranging meeting to discuss future community service model with Hospices, LTHT, LCH and CCG colleagues. Briefing paper produced to support the meeting (Mike Stockton now involved in Respiratory MDT)	n/a	n/a	Y WF Recurrent Therapy Post	on track
<p>26 Specialist Palliative Care Advice to YAS To provide single contact number for Leeds to enable access to SPC advice and support to YAS Ambulance Crews who are called out to people diagnosed as at End of Life. This is a Regional Wide Project</p>	-Identify all key people for this project in Leeds -Propose a simple solution(s) to enable a single contact point to be provided for SPC; in hours and out of hours -System choose and agree preferred option -Regional Lead notified of Leeds numbers -Partners agree and adopt the recording process for administering calls - Continued liaison and feed back to Regional Lead and YAS	Helen Livingston (Regional Lead) Hannah Zacharias Leeds	Continued use of process reported by YAS. Hannah will share back with Helen Livingston - Regional Lead. There has been an increase in requests for advice by ambulance crews to the hospice community team during in-hours about patients already known to them but not new cases. 2 cases during out of hours to date. Telephone numbers recirculated to paramedics via YAS prior to Christmas.	Oct-18	Jan-18 Go live Mar-20 Monitor and report first year		on track
<p>27. Care Homes To provide Palliative and EOLC support to the citywide Care Homes agenda</p>	- Contribute to the citywide Care Homes Groups - Ensure Care homes are represented within the LPCN	Helen Smith Diane Boyne	NHS Leeds CCG Lead is Helen Smith. DB made contact DB member of citywide Care Homes Commissioning Group. LPCN website to be linked from LCC Quality Team Care Homes website Continuing to develop links further. To share ECHO work at future Oversight Group National NHS PCN Scheme published which includes Care Home Support.	01/08/19	01/03/20		on track
<p>28 Dying Matters A citywide programme of initiatives and activities to enable people in Leeds to: <ul style="list-style-type: none"> • Feel more comfortable about death and dying • Discuss their end of life wishes with family members and/or health and social care professionals • Plan for their death including writing their will, registering as an organ donor and communicating their funeral wishes. </p>	This programme will be delivered through 3 workstreams: <ul style="list-style-type: none"> - Stakeholder and community Engagement - Building Capacity - Communications and Marketing The work is coordinated by the Leeds Dying Matters Partnership	Carol Clarke Liz Messenger	<ul style="list-style-type: none"> • A sub group of the DM Partnership has been formed to look at how we target messages to key groups identified through the health needs assessment - BAME groups and Men. • The Dying Matters Community Grant Fund 2020 has been launched • Dying Matters training continues to be delivered and new courses have been booked for 2020. We are piloting a course with primary care staff. • The new national messages for Dying Matters week 2020 will be launched in January. The theme is 'Dying to be Heard' The Dying Matters Partnership has met to start planning for this years events.	01/10/19	01/03/20		on track
<p>29 Shared Decision Making Pilot</p>	This is an NHSE supported pilot within Supporting People Living with Cancer in Leeds.	Gill Pottinger	Gill P is the LPCN and primary care representative within this pilot. The main focus of the trial is within oncology in LTHT engaging with patients that are living with cancer. Karen Henry is main lead for the Project. She is producing a short Strategy to support the pilot. Next meeting 30th January.	01/08/19	Mar-20		on track
<p>30 Rotational Nursing Posts To pilot recruiting newly qualified nurses to an 18 month rotational post opportunity between the hospices and LTHT (Respiratory Unit)</p>	Project between both Hospices and LTHT led by SR Wheatfields LTHT will be the lead recruitment and employing body	Sue Waddington	Initial meetings held. Next Meeting to discuss and plan further the project further in March 2020.	0/12/19	TBA		on track
<p>31 Leeds Mortality Reviews To contribute to the citywide Mortality Review work led by Ian Cameron, Director of Public Health, LCC.</p>	LPCN contribute to citywide agenda and service redesign.	Lynne Russon	Lynne liaising with Ian Cameron about attending meetings and ongoing citywide work.	Apr-19	01/03/20		
<p>32 Learning Disability EOLC Service Improve EOLC, including support at home, for people living with a Learning Disability</p>	Not a formal Project. Group are building links and engaging with LD patients about their needs and choices.	Margaret Deardon Chris Stothard Michelle Evans	Presented at Celebration event- slides on website Easy Read documents produced and shared.			N	

33 Gypsies and Travellers Supporting individuals at EOL to access care and remain in their own home.	Not a formal project. Hannah Wilson CNS at Wheatfields has developed links with the Liaison Officer for the Cottingley Springs Gypsy and Travelers Site: https://www.leeds.gov.uk/residents/housing/housing-options/gypsy-and-travellers	Hannah Wilson	Highlighting issues with fair access to care and GP registration. Presented at celebration event - slides on website.				
34 Prison EOLC MDT Providing Specialist Palliative Care advice and support to the Armley Prison Health Care Team. Improve EOLC within Prison and reduce need for hospitalisation.	Consultant and therapist attend 1/12 MDT to discuss advanced illness and complex cases.	Chris Kane	8 Cases to date where hospital admission avoided. Inmates would like to be able to die in cells not on healthcare unit - Challenges. Developing Education Programme for Prison Health and Care Staff. Monthly MDT's continue	Apr-18		Yes CCG R	
35 Homelessness Improve the care and support provide to people who are homeless at the end of their life	Semi formal project. One of St. Gemma's Quality Account Commitments. St. Gemma's have developed links with other Homeless Specialist Services in Leeds - York Street Practice, St. Georges Crypt, Held an initial introductory workshop. Agreed to extend partners involved and Identified who else to involve across the city Supporting GSF meetings with York Street Developed training for Primary Care Staff at York Street	Catherine Malia	Workshops involving wider partners met throughout 2019 and they are considering next steps. Possible bid to Hospice UK for funding in January 2020.			N	

Specialist Palliative Care Supported MDT's

Heart Failure
Parkinson's
MND
Movement Disorders
Renal
Respiratory

Closed /Completed Projects

Project Title and Purpose	Key Milestones	Project Lead	Update	Start date	End date	Funding?	Add from dropdown
1.Palliative Care Education Overview Collate current EOLC education delivered and identify gaps for each staff group.	-Gather information from education providers and employers of health and care staff in Leeds -Formulate a useful report -Identify Gaps -Agree next steps	Trish Stockton	Training provided and future training planned collated to devise annual report for CCG. Analysis of data progressing. Report completed and circulated Feb. Lessons learnt for future data collection and gaps in education agreed. To agree future data collection format and gap analysis as workforce data not easily found. Suggest close project - Agreed by LPCN Executive	Jul-17	Oct - 18 Nov - 18 Feb - 19 Jun- 19	N	complete
2. Guideline for Self / Informal carer administration of S/C medication New Guidance for Leeds to enable improved self care out of hospital	-Develop a guideline - Ratify guideline through appropriate governance - Implement guideline into practice - Review impact	Sarah McDermott Chris Toothill	Guideline & patient/carer documents completed, ratified and incorporated into LCH CD policy Guideline cascaded within LCH Quality Meeting 6.12.18 Article to promote use within LCH Newsletter Uploaded to Leeds Health Pathways and website. Briefing circulated to LPCN members. Project closed	Jun-17	Jun-19	N	complete
3. Palliative Care Ambulance Crew Training To ensure Leeds Palliative Care Ambulance Crew gain and maintain the skills required to provide a high quality service	- Agree content of Training with YAS - Deliver training annually as agreed - Review Training needs annually	Trish Stockton	Citywide training team established. Meeting planned to discuss training needs 20th June Training delivered on 17th July. Training may need to be adjusted in future to reflect the changing role of crew as per new SOP.	Ap-19	01/03/20	N	complete
Review and Refresh Existing Guidance Ensure all existing and approved guidance is updated within agreed timescales and redistributed across the system	-Partnership Branding of Guidelines	Maira Cookson Diane Boyne	Branding of future partner documents agreed with LTHT medical illustrations and SOP produced. LTHT Medical Illustrations will format documents listed above.		01/08/19		complete
	- To review Opioid Wheel by April 19	Maira Cookson	Updated document complete and on LHP. Also on LPCN website.		jul-19		complete
	- review and update the Patient Opioid Leaflet.	Lisa Nicholson	Final version agreed and published on LHP. On LPCN website. Complete.		Oct-19		complete
4. Process for identification and production of LPCN Medicines Related Guidance Develop a robust system to cover the whole process of guideline production from identification of need to ongoing review that links to Citywide processes already in place	- Map current Leeds process - Write SOP for LPCN (links to LPCN website as LHP is not accessible to all)	Maira Cookson	Citywide mapping of ratification process complete. Draft SOP completed, summary of citywide process to be an appendix to this. Draft SOP circulated to Exec with minutes for comment SOP approved at Exec meeting on 17th July to circulate to members and monitor use / impact. Circulated and on website	May-17	Sep-19	N	complete