

CHILD & ADOLESCENT MENTAL HEALTH SERVICES GROUP

Minutes of the meeting held on Thursday 1st November 2007 at 3pm in the Classroom, Education Unit, Western Isles Hospital.

Present:	Julie Yates	Nurse Consultant (Public Health) - Acting Chair
	Scot McNeil	NCH
	Mike Sullivan	Community Mental Health Worker (Children & Young People)
	Shannon Finlayson	Educational Psychologist, CnES
	Sara Bartram	Public Health Practitioner
	Joan Tilley	APU Ward Manager / CAMHS Lead Nurse
	Maria MacKay	Children's Services Manager, CnES

1. Apologies

Apologies were received from Dolly MacDonald and Emelin Collier.

At this point in the meeting Shannon Finlayson mentioned that she received a list of the link officers from Bernard Chisholm which she passed on to Janet MacKenzie at the meeting for distributing.

2. Minutes of the meeting held on 4th October 2007

With regard to the minutes of the last meeting Shannon Finlayson stated that Sir E Scott did participate in the questionnaires therefore the young people newsletter is to be changed to reflect this. Ms Finlayson also stated that the distribution of the newsletter through the schools should be no problem.

A discussion took place around the link education officers and link Mental Health officers in the schools as there is some confusion over the two. Ms Finlayson agreed to investigate this as she thinks they are the same person and will confirm it at the next meeting. It was also agreed that there is a need to clarify the link person within the schools as there may be a requirement to have someone based in each school. There are still some discussions around the link officers at the moment. It was noted that the CAMHS staff will be able to support the school staff to help them support the children. Some NHS Boards are using staff in CAMHS for the link officers and other areas are using school staff. It was agreed that there is a need to clarify the role of link workers. The link workers are to be in place by the end of 2007. Mike Sullivan referred to a paper which Highland has produced and he will pass it on to Janet MacKenzie for circulation.

The minutes of the last meeting were approved as an accurate record of that meeting.

3. Matters arising from the minute

There were no matters arising from the minutes of the last meeting.

4. Updates

The young person's newsletter is now ready to be distributed to the schools which took part.

CAMHS Training

The first CAMHS training has now been organised for the 6th & 7th December and invites have been circulated. Mike Sullivan and Charlie Hill will be facilitating this course.

Shannon Finlayson and Mike Sullivan have been identified to run a course in Harris in January 2008.

There will also be some evening courses aimed at education staff which will be held at the end of January and beginning of February.

There will also be a two day course run on Barra.

Therefore there are four courses planned between now and April/May 2008

CAMHS Posts

It was noted that both CAMHS nurse posts have now been advertised externally. Both posts have a remit to support addiction/substance misuse. Maria MacKay stated that the Social Work Department in Uist have now employed a Social Worker with a remit for addiction and young people for the Uist & Barra area.

5. Developing the Action Plan

It was agreed that the group would meet monthly at first.

It was also agreed that the terms of reference for this group would need to be drawn up and an action plan needs to be developed. It was agreed that the following list would be included in the action plan:

Risk register

Policies

Protocols (look at protocols first)

Crisis Management - emergency plans

PEP for Children and young people

Awareness raising - information leaflets

Referral pathway

Mapping existing service

Role development and boundaries

Training needs

Audit

Finance

Partnership working

Role remit of school link worker

ICPs

PFPI (involving young person in this group)

Leadership and coordinating

It was agreed to send an outline action plan before the next meeting.

It was agreed that a chair for this group would have to be identified and a discussion took place regarding this. At the end of the discussion it was agreed that Joan Tilley and Mike Sullivan would jointly chair this group as an interim arrangement. It was noted that the drive for this

group needs to be from the operational level of CAMHS rather than from a strategic level. Therefore Joan Tilley and Mike Sullivan have a key understanding of what is required on the ground level.

This group is a subgroup of the strategic level Mental Health Partnership and will report directly to the Partnership. Minutes of this meeting will be tabled at the Mental Health CMT and the CHaSCP Health Care group.

It was noted that the roles and resources (including time) for the CAMHS team would have to be identified.

A discussion took place regarding the Terms of Reference for the Child & Adolescent Mental Health Service Group. The Terms of Reference would have to include the implementation of the framework as a priority and there are a wide range of issues regarding CAMHS. It was noted that there is a problem with accommodation for CAMHS staff office/consulting rooms this needs to be rectified.

It was agreed that this group would discuss what each of the agencies are doing in relation to CAMHS and produce multi agency protocols/policies.

It was agreed that this group would initially be a working group until all the relevant policies, procedures and action plans are in place and it will link into other service areas where young people are involved.

General awareness raising and training for CAMHS will be the responsibility of this group. The development of a framework would need to be in connection with the 'Getting it right for every child' (GIRFEC) framework.

At this point in the meeting it was stated that the CAMHS team are looking into getting clerical support. The CAMHS team would be able to move into a single point of referral once the admin support is identified and in post.

Maria MacKay left the meeting.

It was stated that Margo Fyfe, CAMHS Nurse Advisor may be able to help us with anything we need.

6. Future meeting dates

The proposed dates for future meetings were agreed by the group to be monthly initially.

7. A.O.C.B

There was no other business.

8. Date of next meeting

The next meeting will be held on Thursday 6th December 2007 in the Board Room, NHS Western Isles.