

## Notes from the meeting of the Essex Chaplaincy Collaborative

18 May 2006 at the Premier Lodge, Chelmsford

1. Those present were Katy Hacker-Hughes, Jean Searson, Hilary Selwood, Gareth Rowlands, Peter O' Driscoll, Guy Goodall, Richard Smith, Mark Thompson, Susan Hollins, William Ruddle; Jenny Tomlinson
2. Apologies were received from Graham Crook, Fr. Julian Wiener, Paul Taylor (SHA link), Annette Cooper, Jill Hickman
3. Local Issues:
  - a. S Essex Partnership Trust has asked BTUH chaplaincy for 14 hours/week chaplaincy. The team is currently recruiting a new chaplain for this post.
  - b. The N Essex Trust is beginning to build a business case for M H chaplaincy. SH is to meet with Susan Iskander to assist with this in June.
  - c. Serious concerns were raised about the Mirfield Report, namely that it seems to undermine the work of the National bodies for chaplaincy.
  - d. Concern was expressed at the recent redundancy of one of the chaplains at Barking, Havering and Redbridge Acute Trust.
  - e. SH informed colleagues of the DH project she is undertaking to address the inconsistencies of access to patient information as a result of the DPA.
4. Minimum Data Set: There was a general discussion about the collection of data. A key question is "**What constitutes a significant encounter?**" WR would like to see more core elements included in the Strategy Guidance Note on the MDS along with some appendices giving examples of data sets which work well. An Access database system would be useful which chaplains could use and amend as necessary. It was noted that the data system in use by the chaplaincy service at the Sheffield Acute Trust had been developed over a 2 year period. Data systems need to be such that can be interrogated in order to extract different types of information. There is an acknowledged need that ward staff need to be trained to understand chaplaincy and for there to be

a development of referral criteria. JT is currently developing a referral system at the PCT which she will share with the Collaborative in due course.

SH agreed to provide a briefing paper on her work with the DH in relation the DPA.

- a. Broomfield: a data page for Volunteers has been in use since the beginning of May 2006. This is creating some good material. It is not used by chaplains.
  - b. Essex Rivers: Volunteers have used a paper record for 15 years. Elements include – does a patient wish to see a Chaplain?; Holy Communion; Prayer; significant comment by the patient about their treatment on the ward. These forms are kept for 5 years. Each ward has a folder.
  - c. BTUH: a referral form focussed on the patient has been developed. However there is a related issue for part-time chaplains who feel that they do not have enough time to record this information. A lack of administrative support is also considered to be a drawback to the maintenance of the data system where chaplains have to spend more time attending to this, rather than being on the wards, thus risking criticism that they are not seen.
5. Future of the Collaborative/role of Lead Chaplain: Concern was expressed at a potential loss of impetus in the Collaborative agenda following the ending of the Lead Chaplain contracts in October 2007, even though it is recognised that SYSHA has created a 'helpfully provocative animal' in chaplaincy collaboratives. The role of the Lead Chaplain, who works from a strategic vision, is particularly positive. However there seems to be an unrealistic hope that the Collaboratives will sustain momentum after October 2007. Chaplains will be less inclined to commit themselves to the Collaborative if it loses its strategic edge. The comment was also made about the realism of expecting the Collaborative to be securely embedded by October 2007, given the large area of weakness in the workforce and its strategic planning and communication once the LC role ends.

William Ruddle agreed to draft a letter to the National Workforce Lead for the Strategy, Derek Thomson expressing these concerns. He also agreed to contact the other Collaboratives to gain their thoughts about this.

Peter O'Driscoll has been collating a database of all chaplains whether or not they are members of CHCC, part-time or whole-time. HCC is the only organisation to keep a database of whole-time chaplains. SH is developing distribution lists of all chaplains for each SHA, which will include part-time chaplains.

6. Steering Committee: it was agreed that all members of the Collaborative would form the Steering Committee given the small number of chaplains attending the meetings. It was agreed that time would be set aside at each meeting to address matters of planning and steer for the life of the Collaborative.
7. Next meeting: this will take place on **21 September**. The meeting place will be confirmed in due course. Draft agenda items include – Models of chaplaincy service and practice, N Essex M H Partnership Trust, Local Issues. SH will also invite colleagues not present at meetings to submit Agenda items.