

Notes and actions from IPC CSG Executive Meeting



Monday 19th May 2014

Present: Sara Kenyon (SK), Rachel Collis (RC), Andy Ewer (AE), Julia Sanders (JuS), Lee Middleton (LM) Andrew Weeks (AW), Gill Boden (Gill B), Fiona Denison (FD), Alison Brodrick (AB), Ruth Hewston (RH), Julie Jomeen (JJ), Tina Lavender (TL) Helen Sassoon (HS), Emma Broglia (EB).

Observing: Mariead Black (MB)

Joined by phone: Tim Draycott (TD), Jane Sandall (JaS), Charlotte Bevan (CB),

Apologies: George Bugg (GB), Kim Hinshaw (KH), Sara Atherton (SA)

The group were welcomed, and introductions and apologies made. Mairead Black a Research Fellow, Wellcome Trust working in Aberdeen was present for the meeting and had signed Confidentiality and Declaration of Interest forms prior to attendance.

EB has started working with SK and has agreed to become the Group Secretary.

Ground rules were re-iterated and the process for expenses discussed. These needed to be returned as soon as possible to EB and would be sent to the BMFMS when they had all been received.

ACTION: Expenses to be collated and sent by EB to BMFMS.

Actions from the meeting on 13th January telephone conference were reviewed and a submission had not been made of the Consent Toolkit to the Perinatal Congress in Harrogate as it had already been published.

Research priorities for the RCOG RC

An update on submitted research priorities (delay in labour, birth in water and the latent phase of labour) which have been delayed internally at the HTA and not yet sent to their Maternal, Neonatal and Child Health TIDE panel for consideration. The following was agreed

- The already developed (PPH, Still birth, induction of labour using a Foley catheter and sepsis) would be submitted at the next opportunity.
- The HTA are now encouraging submission of research ideas from other groups and it was agreed that the original PICO for delay in labour and birth in water would be re-submitted.
- Moving forward the research recommendations from the recently published consultation document for the update of the NICE Intrapartum Care guideline would be pulled together and members would indicate their top three priorities. These would then be submitted.

ACTIONS:

RC to circulate PICO for sepsis and AW to circulate PICO for induction of labour using foley catheter

SK to re-submit research recommendations of delay in labour and birth in water

SK to pull together NICE IPC research recommendations and circulate

Members to prioritise these and SK to submit most popular to RCOG RC

Planned succession to the CSG-the advertisement and process of recruitment for another obstetrician was agreed as GB wished to finish. The group wished him well and SK thanked him for his work.

ACTIONS:

SK to send amended advert to BMFMS and Working Group

AW, TL and RH would be involved in the selection with SK of a suitable person

Joint meeting with Neonatal CSG at Perinatal Congress in Harrogate was discussed and the consent toolkit developed by the group was thought also to be a subject of interest and SK would raise it at the meeting.

Confidentiality and Conflict of Interest were due from all members. Those present signed and returned them to EB.

ACTIONS: EB to circulate individuals Confidentiality and Conflict of Interest for review and amends as required.

Amends to website. Following discussion it was agreed that the minimum information required by researchers to enable a review to be done would be amended to include information on the relevance of the research question, research design, user involvement and the proposed research team.

ACTION: SK to let BMFMS website know of amends

The remainder of the meeting was taken up with reviewing six projects

Future meeting dates

Wednesday 24th September 2014

Tuesday 20th January 2015