

Minutes

Meeting: Scottish Infected Blood Support Scheme – Advisory Group

Date: 6th December 2018, 13:30 -15:00

Location: Meeting Room GS 2.13, 2nd Floor, Gyle Square, Edinburgh

Attendees:

David Knowles (DK)	NHS National Services Scotland - Practitioner Services (Chair)
Sally Richards (SR)	NHS National Services Scotland - Practitioner Services
Kelly Watt (KW)	NHS National Services Scotland - Practitioner Services (Minutes)
David Goldberg (DG)	NHS National Services Scotland - Health Protection Scotland – Tele
Tommy Leggate (TL)	Scottish Infected Blood Forum
Dan Farthing-Sykes (DF-S)	Haemophilia Scotland
Leon Wylie (LW)	Hepatitis Scotland
Joyce Donnelly (JD)	Scottish Infected Blood Forum
Petra Wright (PW)	Hepatitis C Trust

Observers:

Sam Baker (SB)	Scottish Government
Paul Sorenson (PS)	Scottish Government

1. Welcome and Apologies

DK welcomed everyone to the meeting and took the group through the agenda.

2. Actions from previous meeting held 29th August 2018

Additional notes to be added to August minute:

1) *Infection Statistics – DF-S advised that FOIs had been completed with regards to the death rates in Britain and there had been some concerns with regards to the high death rate in Scotland compared to England. DF-S suggested that the charities worked together with assistance from Prof Goldberg on a separate study to look at this in more detail and would amalgamate the data gathering into one document. This would then be brought to the SIBSS Advisory Group for review.*

2) *Enquiry to be amended to Inquiry*

The group went through the previous minutes and they were agreed.

3. Scheme Update

[20181206 Advisory Group Meeting.pptx](#)

SR updated the group on the scheme progress. Statistics shared below;

- Total number of beneficiaries – 520
- Applications processed Sep – Nov - 255
- % Processed within 2 weeks - 100%
- Value of payments made Sep – Nov - £1.6m
- Unsuccessful applications – 4
- Deceased since Sep 2018 - 1 stage 1 & 1 stage 2
- One appeal pending – conference call on 10th December 2018

ACTION 021 – SR to circulate the figures to the group after the meeting for information.

4. Scottish Government Update

SB reported the following;

- Applications process had gone well with regards to payments
- Scheme document currently being amended and review by the ministers
- Guidance being updated
- Inquiry producing a lot of work for SB's team – many files being looked at in the Scottish Government and SNBTS (JCC). Electronic files still to be reviewed.
- A Section 21 notice had been received for NRS
- Michelle currently on Maternity Leave for 6 months – Paul Sorenson (PS) helping out in her absence.

5. Group Membership

Advisory Group – SR reported that an advert had gone out for a patient rep for the group. There had been 2 notes of interest. DK advised he awaited references from one person and SR reported she was still awaiting an email from someone.

ACTION 022 – SR agreed to chase up with the interested party.

Appeals Panel – DK reported that the Chair of the group, Graham Laurie was leaving his post in the University of Edinburgh Faculty of Law and had therefore tendered his resignation as Chair to the Appeals Panel. A replacement was currently being sought and a few people had already been suggested for the role.

6. Regular Payment Audit

SR reported that 14 applicants had been selected for audit. She added that random sampling had not been used. Those selected had been written to with all the categories noted in the guidance. She advised in most, the forms had been signed but auditees had not completed the tick box categories. SR expressed concern that the process was perhaps not working for some potential beneficiaries. It was agreed that the new system should be allowed to bed in and the SIBSS team would assist applicants whenever possible and issues would be kept under review..

SR also advised that there had been a few submissions with the wrong categories ticked that her team were actively pursuing and it was noted that, going forward, anyone who appeared to have ticked the wrong category would be asked to provide evidence.

The group all recognised that the process had been a positive one with positive feedback being received from members/applicants. TL reported on feedback they had received at a recent meeting at which beneficiaries had felt relieved that they were being believed. They did have some concerns that applicants had some lack of understanding over what paperwork they had been sent to fill in. SR advised her team did try to chase these up and would continue

to monitor these.

7. AOB

New Chair of Advisory Group – DK advised he would be retiring from NSS in March 2019 and he would step down as Chair to the Advisory Group from December 2018. SR confirmed she would Chair the next meeting in April 2019 until the new Director could join the group.

Next Meeting: 11th April 2019 at 1030am.

Action Log

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ACTION NO.	ACTION DETAILS	OWNER	DATE RAISED	TARGET DATE	UPDATES	STATUS
017	Group to have a think about a potential replacement for Grant Sugden.	ALL	18/05/18	ASAP	29/08/18 – DK advised a subject matter rep was still required. DK/SR agreed to draft an advert paragraph to be placed in the newsletter. Ongoing.	Open
020	Agreed to publish the survey results before the clinical review result.	SR	29/08/18	ASAP	06/12/18 - CLOSE	CLOSE
021	SR to circulate Scheme Update Figures to Group	SR	06/12/18	ASAP		
022	Group membership: Advisory Group. SR to chase up interested party.	SR	06/12/18	ASAP		