

Kent Acquired Brain Injury Forum (KABIF)

DRAFT MINUTES

Of the meeting held on 19 August 2004

At the offices of Thomson Snell & Passmore, Lonsdale Gate, Tunbridge Wells

In Attendance:

Sue Anscombe, Occupational Therapist
Jan Cartmell, The Regard Partnership
Sophia Chung, S C Support and Care Services Limited
Diane Cloak, Retired Chartered Physiotherapist
Diane Drummond, Manager of Headway House Day Centre, Tunbridge Wells
And District.
Rosalind Eastwood, East Kent Hospitals School Service
Dr Gerhardt Florschutz, The Raphael Medical Centre
Tim Gilbert, Brain Injury Case Manager from Independent Living Solutions
Bhavma Jones, Service Development Adviser, Unsted Park Hospital
Sally Keith, Hastings and St Leonards PCT
Tony Merriman, Solicitor, asb law, Maidstone
Pam Munro, Founder and Volunteer of Tunbridge Wells and District Headway
Frances Pierce, Solicitor, Thomson Snell & Passmore (Chair)
Mary Ryan, Vocational Assessment and Occupational Psychologist, Royal
British Legion, Aylesford
Julia Selby, SLT Therapist, Adult East Kent Coastal Teaching PCT
Dennis Smith, President of Tunbridge Wells and District Headway
Jennifer Stockley, Independent Paediatric Neuro-psychologist – Tadworth
Court
Susan Ware, Independent Speech and Language Therapist
Cheryl Webb, FILEX, Thomson Snell & Passmore

1. Apologies for absence:

Amanda Allen, Physiotherapy Manager, Maidstone Weald Primary Care Trust
Tanya Allen, Speech and Language Therapist, Paediatric East Kent Coastal
Speech and Language Therapy Service
Dr Gerard Baggaley, Consultant Psychiatrist, Priory Grange
Jo Clark-Wilson, Case Manager, Head First
Rosanne Corben, Chairman of Maidstone Weald PCT
Carol Fowlie, Hospital Director, Unsted Park Hospital
Marilyn Goddard, Headway and John Groom Housing Association
Deborah Harding from West Kent MHT NHS Trust
Mike Hope, ABI Coordinator for East Sussex, Brighton and Hove
Judy Horwood, Chairman, Headway
Adam Kenyon, Brain Injury Rehabilitation Trust
Dr L Landham, Consultant in Rehab Medicine, North Kent Healthcare NHS
Trust
John Mangan, Chairman and Chief Executive, Swale PCT
Sue Messenger, Queen Elizabeth Foundation Brain Injury Centre, Surrey

Mandy O'Brien, Brain Injury Case Manager
Jacky Powell, Head Injury Nurse Specialist, Hurstwood Park Neurological Centre
Sheila Riches Solicitor, asb law, Brighton
Dr Robin Royston, Psychiatrist
Dr Adam Skinner, Psychologist
Linda Theoff, East Kent Neuro Rehabilitation Unit, Buckland Hospital
Pi Townsend, Training Officer, Tunbridge Wells Citizens Advice Bureau
Andrew Watson, Partner, Thomson Snell & Passmore
Hilary Whibley Occupational Therapist, Community Brain Injury Team, West Kent NHS and Social Care Trust
Don Young, Case Manager

2. Approval of Minutes of Meeting of 16 July 2004

These were approved subject to minor amendments and will be re-circulated.

3. Matters arising from the minutes of the meeting of 16 July 2004

There was some discussion amongst the group with regard to the draft Terms of Reference. Some minor grammatical amendments were suggested and it was agreed that Point 6 would become Point 2 and the remaining points of reference would remain in the order proposed. It was also agreed that the terms of reference should include "people of all ages".

4. Define obtainable objectives for KABIF within the next twelve months

1. Website

The group agreed it was essential to set up a website. There was a discussion about what a website could include and it was noted that at least six of the attendees at the meeting already have their own websites. Sheila Riches had agreed to speak to someone from Headway Hurstwood Park who had set up their website but she was unable to attend today's meeting. Adam Kenyon, who was also unable to attend, had agreed to speak to a client of his who was an IT expert who may be able to assist. Frances Pierce will be attending SABIF next month and agreed to follow this up before the next meeting.

Frances Pierce also agreed to search the domain register to make sure no one had registered KABIF. It was suggested that the KABIF terms of reference could be put on the UKABIF website and Pam Munro kindly suggested that Phili Denning who was based in the Admin Department at Putney may be able to help. It was felt by the group that in the short term a KABIF website could be used to link ABI services in Kent.

2. Newsletter

It was agreed that the preparation of a newsletter at this stage was somewhat premature. The main aim of the group was to get itself

known. It was agreed that advertisements in local free newspapers would help. Dennis Smith agreed to approach the Courier Newspaper and to draft a suitable introduction.

3. Promoting Education

The group discussed statementing and it was agreed that getting children statemented was very difficult. There were problems with getting the assessments done by “educational psychologists”. The group “Partnership with Parents” was suggested as a good contact point. Some rehabilitation providers such as Tadworth follow the individuals back into the Local Authority and liaise with the schools, but this is not consistent. Ros Eastwood and Jennifer Stockley agreed to prepare a paper outlining the problems and will circulate this at the next meeting. This will provide a useful introduction with regard to statementing and the problems with assessment implementation and follow up.

4. **Map of Kent Showing the Location of Interested Parties**

The group agreed that it should be possible to prepare a map of Kent showing what services are available where. It was agreed by all attendees that they would provide the names of those they were aware of who dealt with ABI groups so that such a map could be prepared. This is something that would be useful when a website is set up, although there was some concern amongst the group that we could not be shown to be recommending particular individuals. We would merely be providing points of contact.

Gerhard Florschutz confirmed that Mike Hope had done some preparation work on a portfolio of services but he was not sure if this was specific to Kent. Frances Pierce agreed to contact him to see if he had. It was agreed that the information the Forum wanted to collate was the type of expertise and service, referral criteria, age of patients, geographic area covered, facilities available, current waiting lists and other useful ABI contacts. Frances Pierce agreed to draw up a questionnaire for the mapping exercise, which she would circulate to all members of the Forum and her contact list before the next meeting. The result could be considered then.

5. **Continuation of Brain Storming Session**

It was agreed that there was sufficient experience within the current Forum for ABI in children to be included. The group agreed that the KABIF Terms of Reference would be amended to include all ages and KABIF would aim to provide assistance to all those with ABI whatever their age. There is currently no brain injury co-ordinator in Kent.

7. **Frequency of Meetings/Venues/Structure**

There was a discussion about the frequency and timing of meetings. Some individuals had voiced concern that they were unable to attend meetings during office hours. In order to accommodate as many people as possible it was agreed that meeting times would alternate one in the afternoon and the

next in the evening and an evening start time of 7 pm was agreed. This is a system that is currently used by SABIF and has been successful. It was agreed that the next meeting of the Forum on **30 September 2004 at 7 pm at Thomson Snell and Passmore Offices in Tunbridge Wells.**

6. AOB

Jennifer Stockley, an independent paediatric neuro-psychologist from Tadworth, gave a helpful summary of the work of the Tadworth Rehabilitation Services and in particular the on site school and about how useful it was for families to have a champion/case worker of some description to work through the labyrinth of educational issues, particularly as there is often an overlap between education services and social services.

Julia Selby, a speech and language therapist from the Adult East Kent Coastal Teaching PCT outlined the services provided to adults in the Canterbury, Whitstable and Thanet areas. The SLT group also has connections with Headway House who are on site at the Kent and Canterbury Hospital. She confirmed that the Forum would be helpful to her to help her ABI patients to steer them within the system and once contacts were up and running it would be helpful she felt for families to be able to refer problems with regard to transfer and handovers which could be extremely stressful.

The Chair thanked Julia Selby, Jennifer Stockley and Ros Eastwood for their very helpful contributions to this meeting.