

BOS

BRITISH ORTHODONTIC SOCIETY

(Registered Charity No.1073464)

Community Group

Committee Meeting

Tuesday 3rd October 2017

10.30am

12, Bridewell Place, London EC4V 6AP

MINUTES

1) Welcome from Chairman;

Attendees: Heather Nevard (HN, Chair), Yvonne Jones (YJ), Arunika Gunersera (AG), Celia Topping(CT).

Apologies: Brenda Ng

HN welcomed everyone to the meeting

2) Prior notice of any other business

Special Care Leaflet (AG)

3) Minutes of Committee Meeting held on 19/04/2017 (attached)

Agreed

4) Matters Arising (not otherwise on the agenda)

None

5) Reports:

5.1 BOS Group Chair Meeting (07-03-16)(Attached) Chairman (HN)

Items discussed:

Alison Murray BOS Chair and other group chairs were very supportive of our group and our concerns over declining posts. HN has been asked to put together a document outlining what we do as a speciality and evidence to support this which will then be used in a letter to the CDO. She asked for help with collecting data from the committee and has also emailed round the community group. TGG Chair said they had little training in their post-CCST course. A "module" is likely to be requested.

Richard Jones, External Affairs, agreed after lengthy discussion that groups can continue with their own study days. It was agreed to trial themed days when the need arises.

5.2A Secretary Report (YJ)

Discussed outcome of survey carried out by Jane Eden. To send out copy with minutes

5.2B CG Membership

19 members

5.3 CG Financial Report (AG)

(Attached)

No concerns from the board despite being overspent by £250. Committee members are reminded to book travel as far in advance of meetings as possible to take advantage of any deals.

5.4 Clinical Practice Directorate (YJ)

Two meetings have taken place in June and September
Judicial review is on hold until end of year to give NHSE time to complete needs assessments and consult on proposals with stakeholders
Referral management there are still many issues with FDS system in Manchester, namely way implemented and managing of waitlists.
BOS guidance on waiting lists now on website.
MCN symposium was well attended issues raised and good practice will be considered as to how to take forward. Further meeting planned in Spring 2018

5.5 Advisory Committee for Community Dentistry (CT)

No report

5.6 SAC Report SAC (HN)

No meeting attended since previous committee meeting.
Jayne Harrison, Chair of SAC, requested that if I was unable to attend, could another representative go in my place. AG agreed to go to the next one on 5th March if her current employers allow.

5.7 Scholarship and Grants Committee (AG)

AG has resigned from the committee since she felt she had no valued input. This item will now be removed from agenda

5.8 Clinical Governance: Ethics, Audit and Publications(AG)

Last meeting was teleconference.

PIL's have a new front design, Translation of PIL's into Welsh has started. There will be a link on BOS homepage for 'hot topics'.

"Additional Needs" leaflet is an ongoing project and AG asked for our input into this.

New advice sheet on smoking and orthodontics in development. Two updates ongoing – Managing a mixed practice and Managing the mixed dentition. We have been asked to look for any relevant photos

5.9 Website (BN)

No report.

Meetings Co-ordinator (BN)

HN attended this meeting at the conference. Individual group meetings can go ahead in 2018

6) 2018 Study Day

Date agreed 17th May 2018. Will be a themed day on Management of Special Care Patients. Topics 1. patient story from mother and child perspective, AG will ask one of her patient's mothers to do this.

2. Melanie Stern to speak on clinical management, possibly including a case to discuss.

3 managing complex medical conditions. AG has agreed to initially contact the speakers will liaise with BN.

4. Brian Kelly on BSA matters.

7) CG Service Provision Report (HN)

Chairman of BOS Alison Murray has requested HN puts together this report. HN has requested information from group members on their roles and provision of service within their areas as there is a variety of care being provided.

Ideally we need to have a service specification. HN will send out to committee for feedback.

9) Any other business

Committee Roles

Role	Representative	Term Started	Ends
Chair	Heather Nevard	April 2017	2011
Secretary	Yvonne Jones	April 2017	2011
Treasurer	Arunika Gunersera		
Clinical Governance	Arunika Guneesera		2019
Clinical Practice	Yvonne Jones	January 2016	2019
SAC	Heather Nevard		
Meetings	Brenda Ng		
Website	Brenda Ng		
ACCD	Celia Topping		

10) Date of next meeting
16th May 2018 2pm BOS Offices London

Meeting finished at 14.00.