|  |  |  |
| --- | --- | --- |
|  | **Scottish Infected Blood Support Scheme**  Practitioner Services  Gyle Square  1 South Gyle Crescent  Edinburgh  EH12 9EB  **Email: NSS.SIBSS@nhs.net**  **www.nhsnss.org/SIBSS** | N H S NATIONAL SERVICESLOG |

Minutes

**Meeting: Scottish Infected Blood Support Scheme – Advisory Group**

Date: 8th April 2021, 10:30 -12:00

Location: via TEAMS

Attendees:

Martin Bell (MB) 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)

Michelle Kivlin (MK) Scottish Government

Sam Baker (SB) Scottish Government

David Goldberg (DG) NHS Public Health Scotland

Dan Farthing-Sykes (DFS) Haemophilia Scotland

Tommy Leggate (TL) Scottish Infected Blood Forum

Joyce Donnelly (JD) Scottish Infected Blood Forum

Apologies:

Leon Wylie (LW) Hepatitis Scotland

1. **Welcome and Apologies**

Apologies were noted from LW. SR advised the group that LW had resigned from his position at Hepatitis Scotland and would no longer attend the Advisory Group. A replacement would be sought for the group.

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

***NOTE: MB advised that comments, feedback and questions were welcomed. Both SR and MB were available to contact.***

[***Martin.Bell@nhs.scot***](mailto:Martin.Bell@nhs.scot)

[***Sally.Richards@nhs.scot***](mailto:Sally.Richards@nhs.scot)

1. **Actions and Matters Arising from previous meeting held 10th December 2020**

The group went through the previous minutes and the actions were updated and minutes agreed.

1. **Scheme Update**

SR updated the group on the scheme progress; [20210408 Advisory Group Meeting](file:///C:\Users\kellyw01\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\TA61O1A7\20210408%20Advisory%20Group%20Meeting.pptx)

Statistics shared below;

* Total number of beneficiaries – 548
* Total haemophiliac members – 169 Dec/200 Mar 21 (*increase – will keep checking data*)
* Issue with audit question on haemophiliac numbers
* Applications processed, Dec – Mar - 14
* Value of payments made, Dec – Mar – £3.1m
* Unsuccessful applications, Dec – Mar– 2
* Deceased Dec – Mar 4
* CPI increase letters sent out 29/12/2020 (*superseded by Parity Payment Increase*)
* UK Parity Payment Increase

New applications approved – 5

Discretionary Grants – 7 (*majority of these psychological support*)

Declined – 2

TL asked if a breakdown could be provided of what the applications approved were for.

**ACTION 48:** SR agreed to forward the breakdown to the group for information.

1. **Survey Action Plan**

SR reported that the Survey Action Plan was just about complete. The only outstanding action was the completion of the instructional video for new scheme members. SR added that she would give a demo of the video at the end of the meeting.

1. **Scottish Government Update**

SB reported the following:

* Parity Payments
  + announcement made by Cabinet Office on 25th March 2021 regarding the money for parity payments.
  + Agreement that this will be backdated to 2019. Information has been added to the website but currently cannot make any further decisions or publish more detailed information due to the pre-election period.
  + Currently awaiting monetary amount from UK Government so that payments can go ahead asap. SR preparing for this in advance
  + New scheme document will be formally agreed after the election
  + For most payments, beneficiaries do not have to do anything as payments will automatically go through, only new claimants and the new lump sums will need short application forms
  + Stage 1 Beneficiaries no impact group – amount to be looked at
* Recruitment – 2 psychologists recruited for psychological assessments. Hoping to start in June 2021. Service will be based in Edinburgh but can be utilised across all of Scotland. It was hoped members would utilise the new service that had been set up.

**ACTION 049**: TL/SIBF to raise awareness of this through their membership.

* Potential Changes in the Scheme;
* Categorisation – The group discussed whether the three self-assessment categories remained valid or whether consideration should be given to reducing the categories from 3 to 2 to increase the correlation between the Scottish Scheme and English Scheme. DG suggested that the Clinical Review Group could potentially be asked for views and SB agreed to consider this as she noted that if the group considered that the three categories remained valid it might seem strange to decide to pay those in the no noticeable impact group the same as those in the moderately affected group. **ACTION 050**: The group agreed to have a think about this and provide feedback to SB and MK. SB and DG to discuss.
* Winter Fuel Payment – SB confirmed infected beneficiaries would effectively receive 2 payments as the living costs supplement is already included, but the English winter fuel allowance will be added on. It was currently being looked into how this could be written into the scheme.
* Means Tested Discretionary Payment for Children (already in English Scheme) – DFS asked the group if a formal review was required of the discretionary scheme as the main payment was increased. He advised that he had been made aware of a payment for Children in the English Scheme (up to age 18 and anyone under 21 in full time education) and asked if some of the funding for the Stage 1 ‘no noticeable impact’ group could be used for this. SB confirmed that until recently, she was not aware of this. She added that she would look to discuss this with DHSC to consider whether it would be permissible and new Ministers when in post. **ACTION 051**: DFS and TL added they would look into potentially how many members could be affected (i.e. those with kids who would qualify).
* Annual Payment/Income Top Up – SB advised that with the Annual Payment going forward it was hoped this would remove the need for the income top up. Currently only 1 member of the scheme was receiving this.

Further discussion was also required around how the difference would work if changing the monetary threshold. It was hoped the grants payment would no longer be required.

1. **Clinical Update**

DG reported the following:

* Hep C and HIV work put on hold for the moment. Team largely moved over to Covid Surveillance. He wanted to get progress back on track for 2024 elimination of Hep C. SB advised a recovery plan was currently being looked at for these services and would be published after the election.

1. **AOB**

DEMO - SR showed the Demo video to the group. All agreed the video was still a bit too fast. SR advised a voiceover for the demo had been identified but was still to be put on top of the recording.

**ACTION 052**: SR agreed to send a copy of the completed video (with voice recording) to the group for comment when finalised.

**Next Meeting:** 12th August 2021 at 10.30am.

|  |  |  |
| --- | --- | --- |
| Action Log | **Scottish Infected Blood Support Scheme**  Practitioner Services  Gyle Square  1 South Gyle Crescent  Edinburgh  EH12 9EB  **Email: NSS.SIBSS@nhs.net**  **www.nhsnss.org/SIBSS** | N H S NATIONAL SERVICESLOG |

Scottish Infected Blood Support Scheme – Advisory Group

8th April 2021, 10:30-12:00, via TEAMS

| ACTION NO. | ACTION DETAILS | OWNER | DATE RAISED | TARGET  DATE | UPDATES | STATUS |
| --- | --- | --- | --- | --- | --- | --- |
| 039 | SR to approach NSS Comms colleagues for advice regarding comms accessibility. | SR | 13/08/20 | ASAP | Update 10/12/20 - Comms asked to provide capability or supply an agency if out-with their current capacity. Norman Milligan from P&CFS currently working on the website accessibility. SR to chase.  Update 08/04/21 – SR reported new website launched but a few teething problems i.e. forms difficult to find. Currently working on improving. Has been made more accessible. URL same as before. Self assessment guidance has been made into a video. Ongoing | Ongoing |
| 041 | LF and SR to look at best ways of implementing action plan | LF/SR | 13/08/20 | ASAP | Update 10/12/20 - See survey action plan – agenda item  Update 08/04/21 - CLOSE | CLOSED |
| 042 | SR agreed to liaise with the Advisory Group members when the report on haemophiliac numbers had been pulled together after the annual audit. | SR | 10/12/20 | ASAP | **Update 08/04/21 – SR reported that the numbers had been updated but exercise will have to be repeated again next year and wording changed to Blood Transfusion or Bleeding Disorder. CLOSE** | CLOSED |
| 043 | SR to update the scheme update slides to include explanation of statistics and KW to circulate with the minutes. | SR/KW | 10/12/20 | ASAP | **Update 08/04/21 - CLOSE** | **CLOSED** |
| 044 | SR to chase Norman to have website accessibility finalised before Xmas/beginning of January 2021. | SR | 10/12/20 | January 2021 | **Update 08/04/21 – Duplicate. CLOSE** | **CLOSED** |
| 045 | Self-Assessment Application Guidance Video - SR to liaise with Advisory Group for their input/ideas into the video. | SR | 10/12/20 | February 2021 | Update 08/04/21 – Completed and demoed. Voiceover still to be added before release. CLOSE | **CLOSED** |
| 046 | SR/KW/MB to find an electronic solution (preferred MS Teams) for the next meeting in April 2021. SR to liaise with Greg Malkin (DaS), P&CFS IT Business Partner. | SR/KW/  MB | 10/12/20 | 21st April 2021 | See guidance supplied by DaS.  Update 08/04/21 - CLOSE | CLOSED |
| 047 | Guidance - DFS agreed to review the document on the website and provide feedback. | DFS | 10/12/20 | ASAP | Update 08/04/21 – New guidance issued and clearer. CLOSE | CLOSED |
| 048 | Applications Approved - SR agreed to forward a breakdown to the group for information. | SR | 08/04/21 | ASAP | Post Mtg Note 08/04/21 – Completed | CLOSED |
| 049 | Psychologist Service – TL/SIBF to raise awareness of availability of service through membership | TL | 08/04/21 | ASAP |  |  |
| 050 | Stage 1 self-assessment categories – ALL to have a think about this and forward thoughts and comments to SB/MK | ALL | 08/04/21 | ASAP |  |  |
| 051 | Means Tested Discretionary Payment for Children (in England) - DFS and TL to look into potentially how many members could be affected (i.e. those with kids who would qualify) if added to Scottish Scheme. | DFS/TL | 08/04/21 | ASAP |  |  |
| 052 | Demo Video - SR agreed to send a copy of the completed video (with voice recording) to the group for comment when finalised. | SR | 08/04/21 | ASAP |  |  |