

Minutes

Minute of Adults with ASD Planning Group Meeting Held in Committee Room 4, Highland Council Headquarters on Tuesday 20th June at 2pm

Chair:	Donellen MacKenzie, Project Manager, Learning Disability Services
Minute:	Martine Stewart - Senior Clerical Assistant
Present:	Andrew Denovan, Service User. Jean-Pierre Sieczkarek, Assistant Manager, South East CHP, NHS Highland. Marlene Munro, Parent. Janice Clark, Autism Outreach Education Service. Melissa Kay, North West Regional Officer, NAS. Simon Webster, Autism Development Officer. Marlyn Campbell, Co-ordinator, Integrated Children's Service.
Abbreviations:	AS: Asperger Syndrome ASD: Autistic Spectrum Disorder AWAPG: Adults with ASD Planning Group CHP: Community Health Partnership LD: Learning Disability NAS: National Autistic Society RNI: Royal Northern Infirmary SSA: Scottish Society for Autism TEACCH: Treatment and Education of Autistic and related Communication-handicapped Children

ITEM	DISCUSSION / DECISION	ACTION
1.	<u>Apologies</u> Dr MacGregor, May Burr, Dr Lehmann-Waldau, Dr White, Alan Jones, Jonathan Gray, Carolanne Mainland.	
2.	<u>Minute of Previous Meeting</u> Amendment to 7.2. <u>Ideas for service user representation</u> "There was discussion regarding the setting up of a meeting group, including email and postal correspondence with Simon for those people who cannot attend meetings. This group could nominate one additional person to attend the AWAPG meetings".	MS
3.	<u>Matters Arising from Previous Meeting</u> <u>8.1 Training Intervention & Staff Cover</u> This was discussed at the Learning Disability Health Network meeting today. ASD training for Learning Disability and Mental Health teams should be made available with 'Choose Life' suicide prevention funding. It was noted that staff cover for maternity leave at the Scottish Society for Autism is not available. Simon to arrange a meeting with Jan Baird, Mike Perera and Donellen MacKenzie to discuss issues facing the SSA, and their delivery of the service as agreed at a local level. Information on referrals of adults with Asperger Syndrome by the SSA to Community Mental Health Teams will be needed before this meeting can go ahead. There was discussion around the need for ASD/Aspergers to be a shared responsibility across services and about how this could be achieved. Simon is to have a meeting with Donellen and Marlyn, and Jon King and Stephen Iliffe	SW,DM, CM DM/SW

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	<p>from Social Work & Education Senior Management, to update them on the work of the Planning Group; to discuss the outline recommendations; and to agree how best to progress service developments. Lynn Warburton and a representative from Finance will attend from Health in place of Jan Baird. Jean-Pierre stressed he felt that Elaine Mead, Chief Operations Officer, NHS Highland would be a key person to be invited. Jean-Pierre will contact Jan Baird regarding both meetings. Clarity of responsibility and the emphasis on the seriousness of the situation will be discussed and feedback will be given at the next AWAPG meeting.</p> <p>9.3 <u>Social Groups</u> Progress is continuing and the appointment of volunteer staff has taken place.</p> <p>9.4 <u>Ros Blackburn</u> Both Ros Blackburn talks were well attended. Positive feedback was received.</p>	<p>JPS DM/SW</p>
<p>4.</p>	<p><u>Project plan update</u></p> <p>Donellen sent a letter regarding the additional monies for LD services. No response has been received from Jan Baird as she has been absent recently. Simon and Andrew will meet with Graham Morgan from Highland Users Group on Monday 26th June.</p> <p>Simon has arranged for Kathleen Murray of 'Carers Connect' to present to the next HIAS meeting on Wednesday 28th June.</p> <p>Simon briefed the group on his presentation to Psychiatrists at New Craigs.</p> <p>Alan Jones will report at a future meeting on his use of the 'AQ', a screening tool for Asperger Syndrome.</p> <p>Dr MacGregor would like to develop minimum standards for the care and treatment of people with autism or AS in mental health services. It would be helpful to know how standards have been developed and implemented in other sections of the NHS. Marlyn, Jean-Pierre and Simon to take this forward.</p> <p>Simon referred to page 4 of the Project Plan regarding outline recommendations being sent to Senior Managers. Final recommendations will have much more input from service users and carers, and the outline recommendations consist of initial recommendations only. The discussion stressed the need for clarity and the need to ensure that outline recommendations will be addressed by Senior Management. Information on the cost of out-of-area placements and required service provision for people returning to Highland will be discussed at the meeting of Senior Managers. Jean-Pierre gave an example of how Health provide services which prevent admission to hospital and therefore incur savings.</p> <p>There was discussion regarding providing services at local level, meeting people's needs, and providing support in order to prevent deterioration of circumstances. Personal experiences were related by Marlene and Andrew. Further discussion was around how to prevent children at transition having to go to out of area but it was noted that this would only be possible if appropriate services are in place. Rather than having a specialist service the focus could be on strengthening existing services locally.</p>	<p>SW,AD</p> <p>AJ</p> <p>MC,JPS,SW</p> <p>DM</p>
<p>5. 5.1</p>	<p><u>Transitions</u> <u>Final report and transitions checklist for teachers</u></p> <p>Janis Clark's final report and transitions checklist for teachers had been previously circulated. Copies of the checklist will be produced over the summer</p>	

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5.2	<p>holidays, and all Highland secondary schools are to receive a copy. Janis spoke briefly about the report and stated that this should ensure more awareness amongst Support for Learning Staff. Janis will ask Myna Dowds if the checklist can be shared with other agencies. Marlyn will provide copies to the Social Work Area Team Managers and provide Janis with the names of these staff in order for Autism Outreach Education Service to keep a record of circulation and feedback. Jean-Pierre to check whether this document could be fed in to Getting It Right For Every Child (Girfec). Janis finishes in her current secondment in 2 weeks. Donellen thanked Janis for her contribution to the group.</p> <p><u>Transitions Co-ordinator</u> Marea Foulis is the new Transitions Co-ordinator, on a 1 year post covering Inverness and Dingwall. This appointment should improve links between children's and adult services.</p> <p><u>College meeting</u> Simon, Marlyn and Donellen are to meet with Kate Morrison from Inverness College to discuss how to address issues raised at the area transitions meetings by service providers. Donellen will also invite Karen Mitchell (Kate's counterpart for mainstream courses).</p>	<p>JC MC</p> <p>JPS</p> <p>SW,MC,DM</p>
6. 6.1 6.2	<p><u>Service user involvement</u></p> <p><u>Minutes</u> It was agreed that the minutes from the AWAPG meetings are to be posted on the Highland Council Website.</p> <p><u>'Advisory Group'</u> The group agreed that the 'advisory group' for adults with ASDs should mirror and report to AWAPG. It was agreed that there should be a facilitator, possibly initially Melissa. The advisory group could meet every 2 months, one or two weeks before AWAPG meetings. It was suggested that for those who can't attend or don't want to attend they could email Simon or Melissa and this information could be fed back to the 'advisory group'. Melissa will contact David Stallard to discuss the web-based group used by Befrienders. Simon, Melissa, Andrew and Carolanne will discuss the structure of this group before the next AWAPG. The name of the group will be changed as it is the same name as a similar group for children. The day hospital at the RNI can be used as a venue in the evenings and can be booked via Jean-Pierre. It was noted that The MacKenzie Centre can also be used in the evening. Simon will address the longer term issues for the group as his post is temporary. More discussion is required regarding people with ASD and a learning disability being able to attend and participate effectively in the group. Simon to take this forward.</p>	<p>DM</p> <p>MK</p> <p>SW,MK,AD, CM SW</p> <p>SW</p> <p>SW</p>
7.	<p><u>Outline Recommendations, further revisions and next steps</u> Simon has made changes in line with the responses that he has had from the Planning Group to date. Outline recommendations will be made available to service users and carers for comment, and also to relevant staff. Donellen asked the group to read and give any feedback. Additional comments</p>	<p>All</p>

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	would then be taken forward at the meeting later this week with Senior Management, and further comment from service users and carers would be incorporated into the outline recommendations before they are submitted to Chief Officers.	
8.	<p><u>Housing</u> <u>Housing application form and Procedure for incomplete applications</u> A copy of the application form had previously been circulated. Discussion on this and the procedure for incomplete applications will take place at the next AWAPG meeting.</p>	All
9.	<p><u>Mental Health Issues – screening for Asperger Syndrome in adults</u> Discussion of this item will take place at the next AWAPG meeting which Alan Jones and Chris MacGregor can attend.</p>	
10.	<p><u>AOCB</u> <u>Consultation Meetings</u> Simon to arrange consultation meetings with parents (re transitions and adult services) during the summer in areas where there is interest. He asked the group for suggestions for a short list of questions. Donellen suggested the approach of looking at what works well and what doesn't. Focus will be on transitions issues and the outline recommendations. Simon and Janis to meet to devise questions for consultation meetings, and Marea Foulis to be invited to this meeting.</p> <p><u>Newsletter</u> Simon will distribute the June 2006 newsletter later this week. He invited contributions for future issues from the group.</p> <p><u>Autism Initiatives</u> Simon is undertaking a trawl of local authorities for specialist service provision re ASD/Asperger. The closest to Highland at present is in Aberdeen. Simon will obtain more information. Donellen said the need to train up mainstream services has been clearly indicated from within Highland. It was noted that any service developments would likely go to open tender.</p> <p><u>Training Course</u> Simon gave details of a TEACCH training course in Middlesborough costing £1095 for 5 days. Marlyn spoke of an excellent TEACCH trainer who visited Aberdeen University. This resource could possibly be used for joint training but would need to be evaluated for its relevance to adult services.</p>	<p>SW,JC</p> <p>SW,All</p> <p>SW</p>
11.	<p><u>Date, Time and Venue of Future Meetings</u> 24 August, 10am, Committee Room 4, Highland Council Headquarters.</p>	