

## Meeting notes

### Care Management of Patients, Non-designated Clinical Areas

<b>Date and time of meeting</b>	<b>20<sup>th</sup> November 2025, 11:00-12:00</b>
<b>Venue</b>	<b>Microsoft Teams</b>

#### Attendees & Apologies

Anna Chiffi	x	Marilize Preez	√
Eiry Edmunds	√	Olwen Morgan	x
Gareth Cottrell	x	Sharon Daniel	x
Ihab Abbasi	x	Stuart Bancroft	x
Janice Cole- Williams	√		
Karen Brown	x		
Mandy Davies	√		

#### Meeting Notes

**Purpose:** Review policies and processes for managing patients in non-designated clinical areas; establish consistency and identify risks.

**Key discussion points:**

- The need to address what is currently happening to address some of the current challenges and how far away we are from doing that.
- Focus on criteria led discharge and lead on that.
- Focus on enablers, the effect of these and how these are being capitalised on every site.

#### Action Log

Action	Owner	Deadline/Notes
Change meeting time to 12:00 to suit more people	ET	Completed
Add some additional policies to agenda: Discharge Checklist, DEWI Deconditioning Tool, WAST ED Off-Load Policy, Interprofessional Standards	ET	In progress
Liaise with Stuart or Allison to provide data regarding impact of ambulance handovers on ED	JCW	

## Decision Log

Decision	Rationale	Date

**Many thanks all for your support**

**Date of next meeting: 27<sup>th</sup> November 2025 12:00-13:00**