**Minutes**

**ISD A&E Data Quality TC with NHS Forth Valley**  
**Date:** Tuesday 12th November 2019  
**Time:** 9am  
**ISD Attendees:** Elaine Pauline, Elizabeth Cole, Kathy McGregor  
**NHS Board Attendees:** Donald Cumming

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| 1. Welcome and Introductions |

| 2. Items for discussion |

**Move to weekly A&E**  
NHS Forth Valley are submitting weekly data and have had no issues – Donald’s colleague Charmaine has been doing the submissions but is leaving this month so there will be a new contact/potentially needing access to SWIFT etc – Donald to let us know.

Kathy is trying to obtain a letter from the SG to encourage all boards to prioritise sending data on a weekly basis for aggregate Minor Injury Units. Although this doesn’t affect NHS FV, Elaine will forward on a copy for info.

**A&E Dataset & RCEM diagnosis list**  
NHS Fife, Tayside and Lothian are using the RCEM diagnosis codes and the SG are keen for all boards to have this implemented although not mandatory yet. Fiona MacKenzie and Jacque Kerr are pulling together a paper to explore what is needed. Aiming in 2020 to have conversations with boards re timeframes. England & Wales are using ECDS so looking at whether we’ll use this in entirety or as a subset, as current diagnosis is not fit for purpose.

**Recording of Dog Bites**  
The Scottish Parliamentary Committee has been asking for information on dog bites from a national perspective, as part of the Control of Dogs Act 2010. ISD have received a couple of FOI’s and Kathy asked if/how NHS FV records them. Donald thought it could be recorded as presenting complaint, could also be in the nurse assessment -several different fields. Kathy said it is often recorded as an animal bite without the species.

**Date and Time of First Full Clinical Assessment and Triage query**  
ISD sent out an email in October asking boards to confirm whether they are using the national guidelines for Date and Time of First Full Clinical Assessment and Date and Time of Triage, due to a previous issue raised – FV confirmed at the time.

| 3. Data Management update |

**Submission/data issues** – none

**A&E Metadata**  
The updated template information is now on the secure ISD website which boards are free to look at.

**Planned changes to sites or systems**  
NHS FV moved to Trak this year.
4. **Service Access Analyst Team Update**  
   Work to include a lot more A&E information in System Watch/Take 10 data is now complete. The analysts have also been working with SG to replicate the pointillist charts to take the onus off the boards to do this task.
   
   Kathy offered to send some links to what's included so Donald can see if useful locally.  

| KM |

5. **Any other business**  
   Nothing discussed.