

**West of Scotland Supervisors of Midwives
Action Plan
2008-2009**

Recommendation	Action	Lead	Resource Implication	Completion Date and Evidence of completion	Six Monthly Update December 2008	Six Monthly Update June 2009	Six Monthly Update December 2009
1.Demonstrate the role of statutory supervision of midwives interface within the clinical governance frameworks in each LSA	<p>Ensure links with clinical governance networks within the LSA'S</p> <p>Ensure untoward incidents are reported to the LSA and that there is a mechanism in place to guide SOMS</p>	<p>JP All SOMS</p> <p>All SOMS</p>	Staff time	<p>July 2008 SOMS on clinical risk management committees</p> <p>West of Scotland guidance for reporting serious untoward incidents published and circulated for effect 1/4/08</p>	<p>December 2008</p> <p>Process in place and investigations are being reported. Need to firm up process to trigger SOM investigation</p>	<p>SOMS continue to be represented on clinical risk management committees</p> <p>Untoward incidents are reported to LSA by SOMS . LSAMO is collating a spreadsheet of any incidents reported to LSA to ensure</p>	

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	<p>in reporting incidents that may impact on women to the LSA</p> <p>Provide Advice and support to SOMS in the investigation of practice concerns and or where sub optimal practice is alleged , irrespective of the clinical outcome</p>	JP	Staff time		<p>When required</p> <p>LSAMO available to provide advice and support</p>	<p>themes shared to prevent similar occurrences</p> <p>Action Review trigger list & look at the effectiveness of the process in the WoS by Dec 2009 and link in with any outcomes from NMC road shows and LSAMO Forum UK work stream on investigations</p> <p>LSAMO available to provide advice and support as requested and during all investigations</p>	

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2.Raise the profile of statutory supervision of midwives, the role of the supervisor of midwives, the role of the LSAMO and the LSA	<p>Encourage networking across the LSA'S and the sharing of good practice through facilitating sessions for all SOMS and also through the WOS Link SOM'S Forum</p> <p>Implement road shows for midwives outlining the role of the SOM, the LSAMO and the midwife</p> <p>Create</p>	<p>JP All SOMS</p> <p>All</p>		<p>Workshops to be rolled out in LSAs where required profiling the role of the SOM</p> <p>Midwives to be given</p>	<p>LSA audits identifying verbally that SOMS seen as distinct group. Workshops to be held in and Ayrshire PRM in new year</p> <p>Invitation continues for shadowing opportunities. To be implemented at local levels</p>	<p>Workshops undertaken in PRM in March 2009 to promote role of supervisor. Needs further workshops following service redesign that is currently in place as still difficulty in recruiting in this unit.</p> <p>Profile in Ayrshire has been raised with more midwives showing interest in coming forward to become supervisors as 5 individuals will commence</p>	

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	supervision of midwifery practice				December WOS link meeting	2009 has been reviewed by WOS SOMS	

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3.Demonstrate the evidence, audit trail, and trend analysis of the standards of statutory supervision and midwifery practice	Undertake an annual audit of supervision of midwifery practice to demonstrate that the standards for supervision of midwifery practice are met across the region Gather evidence within each LSA to demonstrate compliance with the standards to assess and assure quality within each LSA	JP Link SOMS SOMS		LSA Audit process established and implemented 2007-2008 For annual audit across LSAs	LSA audits in process for this year	Audits established for 2009-2010 LSA audit reports available in each LSA for 2008-2009 Each LSA local forums responsible for undertaking any individual actions as required	

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4.Increase user involvement in the work of the LSA and the LSAMO	<p>Establish a network for user involvement in supervision across the region</p> <p>Enlist the support of users in undertaking an annual audit of the LSA</p> <p>Provide training sessions for users</p>	JP All SOMS	Travelling expenses and child care expenses for users	Work with NHS Boards and birth groups to recruit users in development of strategies for supervision and also To take part in LSA audits	Users taking part in LSA audit. In liaison with Patient public participation officer in GGC to assess if user participation in audit can be developed such as audit team visiting local groups throughout year. For review following completion of this years audit process.	<p>Explore existing mechanisms for funding user expenses</p> <p>Link SOMS to recruit users in own areas for audit visits. JP will repeat training day for users</p> <p>Look at the use of postal survey to gain women's views</p> <p>LSAMO to provide training sessions dates to be arranged for August/ September 2009</p>	
5.Promote active recruitment and preparation of new SOMS, to ensure standard minimum ratios are maintained,	Implement road shows in areas where there is difficulty in recruiting midwives to	JP Link SOM Forum All SOMS HEIs		<p>Rollout road shows workshops In LSA</p> <p>Give Midwives opportunities to shadow SOMS in</p>	For recruitment in January/ February for September intake for prep course	18 midwives interviewed in May 2009 and 12 undertaking Sept 2009 course Results pending	

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ensuring succession planning	<p>become a SOM.</p> <p>Create shadowing opportunities</p> <p>Encourage midwives to nominate midwives they feel will be good SOMS</p> <p>Ensure adequate support systems in place for student SOMS and newly appointed SOMS</p>			<p>meetings</p> <p>Guidance in place of buddying system to support student SOMS</p>	<p>Student SOMS encouraged to take part in LSA audits and all supervisory activities</p> <p>All student SOMS have mentor</p> <p>Newly appointed SOMS will have a mentor</p>	<p>from Sept 2008 programme – to be appointed Sept 2009 To undertake active recruitment in GGC next Feb</p> <p>All areas to maintain own lists of mentors. Template for maintaining register circulated to all areas June 2009 by JP</p>	
6.Provide opportunities for SOMS to expand their knowledge of the	Ensure SOMS actively contribute to and access up	JP Link SOMS		<p>Links established between SOMS and LSAMO.</p> <p>Good links between SOMS and HEIs</p>	<p>Annual conference arranged for February and March 2009</p>	<p>Annual conference taken place on February 11th and March 11th</p>	

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statutory processes and understanding of the role of LSAMO	<p>to date information whilst undertaking their role</p> <p>Ensure SOMS can access information from the NMC</p> <p>Provide an annual conference to ensure networking and the sharing of best practice across the LSA'S</p> <p>Provide support to SOMS as required</p> <p>Develop</p>	JP Link SOMS HEIs	Staff time for training Conference fees	Conference for SOMS to be held annually	<p>Information circulated as received</p> <p>Annual conference arranged this conference will be on developing leadership skills as a SOM</p>	<p>2009 on Leadership and the role of the supervisor</p> <p>Supervisory workshops taken place –for SOMS on conducting supervisory investigations September 2008 and April 2009 more workshops planned for September 2009 and November 2009</p> <p>Information circulated as received</p> <p>Scottish Conference planned for</p>	

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	leadership skills of SOMS		Staff time for training Conference fees			<p>December 2009</p> <p>National LSAMO UK conference next April 2010 in Nottingham Each area to put forward good practice seminars</p> <p>WoS conference was on leadership</p>	
7.Ensure registrants understand their responsibilities as registrants from the	Implement road shows across the relevant areas profiling	JP HEIs SOMS Link SOMs		Road shows developed and rolled out. Also SOM role profiled in LSA audits	SOMS continue raising profile of supervision. For workshops in PRM in new	Focus groups with midwives in the LSA audits of 2008-2009	

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perspective of statutory supervision of midwifery practice including the requirement of the supervisory review	the role of the SOM and the registrant				year. LSA audits demonstrating so far that midwives becoming more aware of their responsibilities as registrants in focus groups. LSA audits are contributing to raising the profile of the SOMS	demonstrated an increased awareness in their role & responsibilities as registrants and that of the supervisor. Soms have raised the profile over the last year. Midwives are attending for annual review in areas there were difficulties	
8. Ensure SOMS have adequate time to undertake the function of the role	SOMS to have the equivalent of a day a month to fulfil their role SOMS to monitor time undertaken on supervisory	All SOMS Line managers	As per staffing	SOMS to have equivalent of 7.5 hours per month to undertake role Monitor time spent in undertaking role and work on difficulties	SOMs monitor time some report having difficulty taking time. Managers are facilitating time	SOMs monitor time - some report having difficulty taking enough time. Managers are facilitating time. SOMS should report difficulties to line managers	

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	function and to identify any problems in obtaining time					Utilisation of SOMs time to be included in annual audit questionnaire in LSA Audit 2009-2010	
9. Each SOM to audit case records	All SOMs to audit case records and share relevant findings in practice to improve the quality of record keeping	All SOMs		All SOMs to undertake audits of records	To establish record-keeping audit across each LSA. Process in place in GGC and Lanarkshire. Lanarkshire also conduct documentation workshops	Each area reported ongoing audits taking place. These will all be reviewed in LSA Audit 2009-2010	
New actions identified from NMC (2009) Supervision , support and safety on June 11TH 2009						June 2009	
10. Ensure a robust	Develop a	WoS				JAdverts	

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recruitment strategy is in place to ensure there is a ratio of 1:15 in each LSA	recruitment strategy	guideline group				circulated for interviews in February of this year and interviews took place in may 2009. this will take place annually. Workshops are held in areas where there is difficulty recruiting this has included over the past year Dumfries and Galloway. Princess Royal Maternity unit Greater Glasgow and Clyde and in Ayrshire last year by local SOMS	
11. Audit response times from SOMs to midwives to requests	Develop guideline and audit tool	WoS guideline group				This will be audited in the years LSA audit 2009-2010. In	

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for advice						last years audit no problems highlighted by midwives in accessing a SOM .	
<p>12. Demonstrate actions taken and evidence of progress in response to risks communicated from NMC.</p> <ul style="list-style-type: none"> • Risk in WOS ratio Som/mw above 1:15 in AA GGC DG • Some trends identified as risk i.e. poor communication 	<p>Ensure ongoing annual recruitment</p> <p>Cross reference recommendation 5</p> <p>Ensure action plan in place & implementation</p>	<p>All</p> <p>All areas</p>		Ongoing		Recruitment taken place throughout the WOS, 11 somms due to be appointed by August b2009 and further 12 student SOMS to commence preparation programme in September 2009	

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13.Feedback concerns to HEI if any concerns in learning environment for student midwives	Ensure focus groups in each LSA audit with Student Midwives	LSAMO		Ongoing		<p>Focus groups held with student midwives in 2008-2009 LSA audits and to be repeated in 2009-2010. LSAMO would feed back any concerns to HEI.</p> <p>LSAMO is going to link with NHS NES PEF to deveop some work around this and also Jean ranksin will feed back minutes of any relevant</p>	

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						meetings to LSAMO on student placements	
14. Concerns about newly registered midwives should be reported	Any concerns with fitness to practice for all registered midwives should be investigated as per guideline L	All		Ongoing		Mechanism in place to report concerns.	
15. Each LSA/ Region should work collaboratively with organisations that have a safety remit such as SPSA	LSAMO to establish a link	LSAMO		Dec 2009		JP to establish link with SPSA and link into WOS meetings	
16. Each LSA should develop action plans in response to trends impacting adversely on <ul style="list-style-type: none"> Safety of women and babies using 	Develop action plan to meet local needs as required	All		Ongoing		Action plans to be developed by all link s in individual units	

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maternity services <ul style="list-style-type: none"> • Ability of midwives to provide safe quality care in the antenatal, intrapartum and postnatal period • Ability of midwives to mentor student midwives to ensure competent applicants to the register 							
17. LSAs should move to an electronic method of storing supervision related data that uses a standard dataset agreed by LSAMO	LSAMO to submit a bid to each NHS Board for funding	LSAMO		July 2009		Bid made to each LSA to share costs of LSA data base	

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UK Forum							
18. LSAs should explore working with organisations that have a safety remit, such as the SPSA in order to address the concerns raised in relation to poor practice	Collaboration initiated & maintained Cross reference recommendation 15	LSAMO & all SOMs		Ongoing		LSMAO to establish link with SPSA	

Joy Payne
LSAMO
West of Scotland

