*(This is an AI generated summary)*

*Teams meeting with Elaine 1st April 2025*

**Discussion Points:**

1. **Simulation Training Scenario:**
   * Discussion about the team day simulation training scenario document. 4
   * Elaine's feedback on including SNOD in the end-of-life care discussion. 5
   * Sameera informed about the meeting with Anna Bradley and Sabrina regarding end-of-life care transitions policy. 6
2. **End-of-Life Care Policy:**
   * ICU's primary role in the policy development. 7
   * Involvement of Monica, Elaine manderson, and Mandy in the policy review. 8
   * End-of-Life Care Steering Committee meeting and transcript request during the next session for those who could not attend the meeting. 9
3. **Funding Applications:**
   * Trust funding for staff well-being and education. 10
   * Discussion with Chitra about funding application for EOLC education, suggested to have costa vouchers for the staff attending the Teams day at the end of EOLC simulation training on the teams day (starting on 25th April). 11
   * Memory box for patients and sustainability concerns. 12
   * Purchase of subcut infusion pumps and training requirements. 13
4. **End-of-Life Care Week:**
   * Planning for end-of-life care week in May. Date to be decided. Preferred to be on Mondays. 14
   * Activities (quizzes, competitions etc) and funding for end-of-life care week. 15
5. **Phase Two Audit:**
   * Initiation of phase two audit on transition of EOLC from ICU to wards documentation and activities. 16
   * Presentation of phase one audit results in clinical governance meetings. 17

**Action Items:**

1. **Simulation Training Scenario** - Sameera to include SNOD in the end-of-life care discussion. 18
2. **End-of-Life Care Policy** - Sameera to request the document from SPC team once they have drafted the document for ICU team to review it. 19
3. **Funding Applications** - Sameera to apply for funding. 20
4. **Subcut Infusion Pumps** - Elaine to speak to Bryan about purchasing subcut infusion pumps and arranging training. (purchase will be approved only after final approval of the EOLC transition policy). 21
5. **End-of-Life Care Week** – Sameera and Elaine to finalize the date and activities for end-of-life care week. 22
6. **Phase Two Audit** - Sameera to draft phase two audit document and share for feedback. 23