

PIMH Implementation Group Action Plan

Project lead(s): Becky Bibby/Kate Berry

Action List	Lead(s)	Start	End	Status	Comments
PIMH SET UP AND GOVERNANCE					
Establish PIMHS Implementation Group	Kate Berry/Becky Bibby	11/05/21	31/05/21	Complete	Dates in diaries.
Mental Health Strategy Group Collaborative Workshop (PIMH Partnership)	Emily Edwards/Clare Mayo	01/08/21	11/10/21	Complete	Date agreed for PIMH partnership workshop 11/10/21 - BB to chair.
Review of all Business Cases	Debbie Blackburn	11/05/21		In progress	GM Business Case Pat McKelvey (request copy) direct request to DB around what is in scope?
Update Partnership Diagram	Debbie Blackburn	11/05/21	11/10/21	Complete	Clare Hoptom to make the amends suggested at the workshop.
Develop and monitor Risk Log	PIMH Design Group	11/05/21	21/10/21	Delegated	See Risk Log tab. Needs to be reviewed and updated, agreed on 21/10/21 to delegate to PIMH Design Group to progress.
HOME START					
Stakeholder workshop with CAP Partnership when established	Emily Edwards		31/01/22	In progress	Defer to when CAP Partnership is set up
Update specification	Emily Edwards		31/03/22	In progress	Stakeholder review to take place
Agree future contract arrangements with Trafford CCG/MBC	Emily Edwards		31/03/22	In progress	Joint contract with Trafford - decision TBC
DADS MATTERS					
Review project and impact - stakeholder Workshop early July	Emily Edwards		30/07/21	Complete	Held on 13.07.21
Business Case for funding sustainability	Emily Edwards	11/05/21	31/12/21	In progress	CCG innovation funding extended to end March 22 to allow more time. Gaea Catterall lead.
COMMISSION CAMHS CAP SERVICE					
Review initial proposal and respond to issues raised	Emily Edwards			Complete	
Revise proposal and agree additional funding	Emily Edwards		30/06/21	Complete	DW/CR approved additional funding and MFT informed they can go out to recruit
Recruit workers	Emily Edwards	01/07/21		In progress	Awaiting recruitment update and timescales
IAPT					
Review delivery to date	Clare Mayo			In progress	
Any changes required?	Clare Mayo			In progress	
CHILDREN'S/MATERNITY/HEALTH VISITING AND EARLY YEARS OFFER					
Connectivity with existing provision	Steve Gavin			In progress	Old mapping exercise is not relevant. New piece of work around this required.
Training	Steve Gavin			In progress	
SOCIAL PRESCRIBING					
Links with social prescribing framework	Steve Gavin			In progress	Meeting with May Moonan to be arranged
CMHT					
Share details of Specialist CMHT performance booklet	Clare Mayo	01/05/21	15/07/21	Complete	
Ensure pathways between local CMHT and PIMH team				Outstanding	Will be undertaken once PIMH Team in post
GM PIMH PATHWAY					
Establish links:					
Clinical		01/05/21	21/10/21	Complete	Contact made with Dr Pauline Lee, advice provided on CAPS team capacity. Pauline Lee has offered ongoing support to Salford.
Commissioning		01/05/21	21/10/21	Complete	As above. Advice also sought from Trafford Commissioner. Steph Fernley is the new contact.
Early Years Delivery Model	PIMH Design Group	01/05/21		Delegated	Links to 1001 Days. Agreed to review with the PIMH Design Group once established.
GP SPOTLIGHT TRAINING					
Complete Expression of Interest (extended deadline for Salford 28 May)	Judd Skelton/Wan-Ley Yeung	18/05/21	28/05/21	Complete	Salford GP has applied and awaiting a response. Clare Mayo to chase up with Judd 15/06/21. Van Selvaraasan and Wan-Ley Yeung are the confirmed GP links.
Champion Training for chosen 12 GPs on 15 and 22 September 2021 (if successful)	Van Selvaraasan	15/09/21	22/09/21	Complete	9am - 1pm via MS Teams
COMMS OFFER					
Development of an Early Years Website and App	Debbie Blackburn/Becky Bibby			Outstanding	Session arranged with Steve Fry and this action will be covered there.

Directory of resources				Outstanding	
Consider the language and terminology used within all comms		21/10/21		Outstanding	Discussed ensuring all our comms reflect the diverse range of family structures in Salford on 21.10.21
MANCHESTER DOULAS					
Join up grant funded provision	Clare Mayo			In progress	Contacted Debbie Blackburn via email. Want to be included in the Pathway. DB to share email with Kate Berry.
CO-LOCATION/HUB					
Consider opportunities within Ingleside and provide further detail around what the offer would look like	Wendy Hodgson, Kate Berry	15/06/21		Outstanding	It was noted that there is currently a dedicated Early Years space within Ingleside.
Consider estate opportunities and complete a mapping exercise	Early Help/PIMH Design Group	21/10/21		Delegated	Delegated to PIMH Design Group on 21.10.21 and will need to link with mapping exercise that Dave Fielding is currently doing for the Early Help Service.
UNIVERSAL ANTENATAL MIDWIFE BUSINESS CASE					
Scheduled at Children's Commissioning Committee in July	Debbie Blackburn	15/06/21	31/07/21	Complete	Approved in principle at SFG, 14 July fo Com Com. Updated on 21.10.21 that the job description is written and more detail is being worked up around the post.
IDENTIFIED GAPS AND NEXT STEPS					
Nominated social worker	Kate Berry	21/10/21		In Progress	Kate to raise with Becky Bibby and Zoe Fearon.
Project Management Support	Kate Berry	21/10/21		In Progress	Kate to speak to Becky Bibby to discuss funding options and the next steps we need to take to progress with a temporary role.
Establish a PIMH Design Group to link in the expertise of the Operational Leads	Natalie Lunn	21/10/21		In Progress	Discussed membership and delegated actions on 21.10.21, Natalie Lunn will lead with support from Kate Berry. Initial meeting to be arranged.
Training Needs Audit	PIMH Implementation Group	21/10/21		Outstanding	Identified for action/next steps at Stakeholder Workshop - note to be mindful of what is available across GM before investing.
Recruitment of PIMHS Lead/Team	PIMH Implementation Group	21/10/21		Outstanding	Identified for action/next steps at Stakeholder Workshop
Arrange a future design workshop	PIMH Implementation Group	21/10/21		Outstanding	Identified for action/next steps at Stakeholder Workshop
Consider and agree timescales for establishing the model	PIMH Implementation Group	21/10/21		In Progress	Discussed on 21.10/21 and initially suggested working towards April 2022 linked to identifying a suitable project/programme management resource.
PARENT ENGAGEMENT					
Establish a Parent/Carer Advisory Group	PIMH Design Group	21/10/21		Delegated	Passed to PIMH Design Group on 21.10.21
Consult with parents/carers to agree and confirm a name for the service	PIMH Design Group	21/10/21		Delegated	Passed to PIMH Design Group on 21.10.21
Healthwatch identified as a potential key partner to offer support	PIMH Design Group	21/10/21		Delegated	Action from Stakeholder Workshop - to link in with the parent engagement work that the PIMH Design Group will progress.
DATA AND PERFORMANCE					
Consider all the data we currently hold on PIMH inc. JSNA and Needs Assessment	PIMH Implementation Group	21/10/21		Outstanding	
Establish a link to the CCG BI Team	Wendy Hodgson	21/10/21		Outstanding	

PIMHS Risk Register

Risk ID	Date raised	Risk description	Likelihood of the risk occurring	Impact if the risk occurs	Owner <i>Person who will manage the risk.</i>	Mitigating action <i>Actions to mitigate the risk e.g. reduce the likelihood.</i>	Contingent action <i>Action to be taken if the risk happens.</i>	Progress on actions	Status
1	24.05.21	IAPT co-location with PIMH offer not progressing as planned.	Low	Medium	Clare Mayo	Initial meetings with IAPT have already explored the idea of co-location for IAPT perinatal resource with positive results. IAPT keen to co-locate.	Joint working processes and procedures to be utilised.		
2	11.05.21	CAPS model and capacity will not meet needs in Salford and doesn't fit GM Spec/advice.	Low	high	Emily Edwards	Request revised proposal and costings from MFT based on clinical advice and GM spec. Request additional investment via MHIS to support additional costs.	Review Salford PIMH model/wider capacity and identify limitations of CAPS element. Consider redirecting any unallocated resources to increase capacity of Pathway Lead	funding approved for extended team and MFT informed they can go out to recruit. Further risk is length of time it takes to recruit staff or if recruitment not successful.	
3	11.05.21	Salford's Dad's Matter Innovation project funding ends 30.09.21. Impact on support available for Salford dads.	low	Medium	Emily Edwards	Task and Finish Group to consider business case for sustainability (whether non-recurrent/recurrent) and identify appropriate funding source for this.	consider alternative support for Dads in Salford.	Stakeholder workshop held and wide support for project to continue to meet needs of dads. Funding extended to end March to allow more time for business case to further funding.	

		Likelihood		
		1	2	3
Impact	1	Low	Low	Medium
	2	Low	Medium	High
	3	Medium	High	High

High
Medium
Low