

**Foot Health Working Group – Action Plan + Schedule**

Status + Area	WG Action	Lead for background work	WG input required	Share background work target:	Working Group Review / Approve
1°	Agree further support / assistance required on how to perform a foot assessment for primary care <ul style="list-style-type: none"> <li>• Approve and collate (or create) relevant tools</li> <li>• Embedding information and education</li> </ul>	Christian P.	RM, JD, CG, MS	Sept 3	<b>Sept 5</b>
1°	Agree and/or build on templates for referral and information sharing: <ol style="list-style-type: none"> <li>1. Referral to community podiatry (foot and diabetes info)</li> <li>2. Referral to secondary care (foot and diabetes info)</li> <li>3. Discharge from community podiatry and secondary care to primary care</li> <li>4. Information shared between primary care, community podiatry and secondary care regarding transfer (or patient updates re: foot and diabetes)</li> </ol>	Jane D.  Jane D.  Maureen B (2°) + Laura G. (Community)  Jane D. + Maureen B. (2°) + Laura G. (Community)	RM, JD, CG, MS, TP, LD	Sept 3	<b>Sept 5</b>
1°	Agree strategy to launch and make available updated information and tools in primary care: <ul style="list-style-type: none"> <li>• Embed patient pathway</li> <li>• Learning events</li> </ul>	Monique F.	JD, CG, MS, RM, TP. LD	Sept 3	<b>Sep 5</b>

Status + Area	WG Action	Lead for background work	WG input required	Share background work target:	Working Group Review / Approve
2° + Comm	Agree the <b>capacity</b> of community podiatry for management of patients transferred from secondary care	Rupert M.	RM, CG, MS, TP, LH	Oct 4	<b>Oct 9 (new date)</b>
2° + Comm	Agree patients for transfer at KCH & GSTT	Marcus S.	CG, MS, TP, RM, LC	Oct 4	<b>Oct 9 (new date)</b>
2° + Comm	Agree pathway for transfer of patients to community podiatry: <ul style="list-style-type: none"> <li>Develop guidance / checklist for GSTT &amp; KCH</li> </ul>	Marcus S.	CG, MS, TP, RM, LD	Oct 4	<b>Oct 9 (new date)</b>
2° + Comm	Agree the <b>capability</b> of community podiatry for management of patients transferred and what is required to support	Rupert M. + Marcus S.	RM, CG, MS, TP, JD,LD	Oct 4	<b>Oct 9 (new date)</b>
2° + Comm	Agree pathway for transfer of patients to community podiatry: <ul style="list-style-type: none"> <li>Agree shared care arrangements / agreement</li> </ul>	Carol G. + Tejal P.	CG, MS, TP, RM, LD	Nov 1	<b>Nov 6</b>
2° + Comm	Agree strategy to improve information <b>for patients</b> regarding podiatry services, pathway, risk level and self-management <ul style="list-style-type: none"> <li>Agree what is available in secondary / community podiatry / community services / primary care for patients re: diabetes + foot health</li> </ul>	Christian P. + Bob S.	RM, MS, CG, TP	Nov 1	<b>Nov 6</b>
2° + Comm	Agree form and templates that are required for <b>patient self-referral</b> to community podiatry for patients	Laura G. + Jane D. + Bob S.	RM, CP, JD, LD	Nov 1	<b>Nov 6</b>
2° + Comm	Design communication tools / forms required for transfer <ul style="list-style-type: none"> <li>Patient info shared with community podiatrists</li> <li>Patient info shared with primary care</li> <li>How information is shared <b>with patients</b> regarding transfer</li> </ul>	Rupert M., Marcus S., Carol G., Tejal P.	RM, CG, MS, TP	Nov 1	<b>Nov 6</b>
2° + Comm	Agree strategy to promote and embed new transfer pathway and tools available for specialists <ul style="list-style-type: none"> <li>Target launch of transfer Communications required</li> <li>Learning events / knowledge transfer opportunities between specialist teams</li> </ul>	Monique F.	RM, MS, CG,TP, LH	Nov 1	<b>Nov 6</b>

**Next Meeting Dates + Topics:**

**All Meetings will occur at Hercules House, Hercules Road – Meeting Room: TBD**

<b>Meeting Date + Times</b>	<b>Areas for Discussion / Approval</b>
<b>Thursday September 5<sup>th</sup>: 15:30 to 17:30</b>	Patients / Primary care: <ul style="list-style-type: none"><li>• agree additional foot assessment support tools</li><li>• agree strategy to embed pathway and tools</li><li>• agree communication tools between primary care and other levels of care re: foot and diabetes patient information</li></ul>
<b>Tuesday September 17<sup>th</sup>: 15:30 to 17:30</b>	Specialist care: <ul style="list-style-type: none"><li>• agree patients for transfer from secondary</li><li>• agree capability of community podiatry;</li><li>• agree pathway for transfer;</li><li>• agree strategy for information available to patients</li></ul>
<b>Wednesday October 9<sup>th</sup>: 15:30 to 17:30</b>	Specialist care part II: <ul style="list-style-type: none"><li>• agree patients for transfer from secondary</li><li>• discuss capacity of community podiatry</li><li>• agree pathway for transfer;</li></ul>
<b>Wednesday November 6<sup>th</sup>: 15:00 to 17:00 (NEW DATE ADDED)</b>	Patients / Primary care / Specialist care: <ul style="list-style-type: none"><li>• agree capacity / capability of community podiatry</li><li>• agree shared care agreement</li><li>• design / agree on activities and tools required to support transfer for clinicians and patients;</li><li>• agree strategy to launch and promote transfer</li><li>• agree strategy to embed pathway and tools</li></ul>