

Summary Action List

Item No	Item for Action	Responsible	Due Date	Update
2.1	A Timoney will liaise with Y Semple to attend the next Advisory Group meeting and handover the position of chair.	A Timoney	May/June 2020	
2.5	Members of the Advisory Group were asked to write a short statement and include a photograph for their profile on the YCC Scotland website. All members, including members with existing statements, should send their completed new or revised statements to A Kiker at alexander.kiker@nhslothian.scot.nhs.uk .	ALL		
4.1	T Duff will contact the MHRA to request an update on the integration of Yellow Card reporting in clinical systems, specifically JAC. S Hill will provide T Duff with the contact information for representatives within JAC.	T Duff & S Hill		
5.1	S Maxwell will provide feedback on the draft of the YCC Scotland Annual Report for 2018/19 so it can be circulated to health board areas across Scotland. T Duff will contact Janice Watt to discuss Yellow Card promotion within NAPS.	S Maxwell T Duff		
7.2	A Kiker will look into the GGC Pharmacy Service Twitter account to begin following them. S Hill will look at the HIS Twitter feed and aim to increase engagement with YCC Scotland.	A Kiker S Hill		
8.2	A Kiker will prepare a presentable copy of the updated module 1 for presentation at the next Advisory Group meeting.	A Kiker		
8.1	A Kiker will investigate the costs of developing the new website and take this information to the YCC Scotland Management Board.	A Kiker		
9.1	A Kiker and T Duff will liaise with A Brown to discuss the details of a collaboration between YCC Scotland and RGU regarding their Young Medicines Safety Champions scheme.	A Kiker & T Duff		
10.1	T Duff and S Hill will identify a suitable representative for the HIS Patient Empowerment agenda.	T Duff & S Hill		
10.2	A Kiker and S Cole will organise a presentation for a patient group in NHS Tayside.	A Kiker & S Cole		
10.3	T Duff and A Kiker will contact hospital radio stations to offer an interview on the Yellow Card Scheme. A Kiker will present a list of costs for public transport advertisements at the next Management Board meeting for discussion.	T Duff & A Kiker A Kiker		

	<p>S Cole will provide contact information for SWI so YCC Scotland can contact them with the view of publishing an article on the Yellow Card Scheme.</p> <p>A Timoney will provide T Duff with details of an Evidence Study which may be taking place in NHS Lothian.</p>	<p>S Cole</p>		
11.3	<p>T Duff and K Harkness will raise the problems of ADR reporting via MiDatabank at the next ASMIP meeting.</p> <p>T Duff will contact the MHRA to investigate potential errors in the MiDatabank reporting.</p>	<p>T Duff & K Harkness</p> <p>T Duff</p>		