**Department of Veterinary Medicine**

**Wellbeing and Mental Health Oversight Group**

**Notes of meeting: Thursday 09th October 2024, 2.30 – 3.30pm Main Meeting Room**

**Members:**

Present: Mark Holmes (MAH), Joanna Hudson (JH), Julie Ingham (JI), Dan Tucker (DT), Bethany Guy (BG), Nicky Holdstock (NH) Katheryn Ayres (KA), Tanya Mills (TM), Julain Parkhill (JP), Alina Solina (AS)

Apologies: Nick Bexfield, Mary Kate Burke, Sharon Chandler, Jane Dobson, Sharon Chandler.

**Agenda:**

1. Apologies for absence
2. Minutes of meeting of 11th July 2024 – approved
3. Matters arising from previous meeting (not addressed elsewhere in the agenda):

**QVSH Clinical Staff Resilience booklet (Joanna, Nick, Dan)**

Staff resilience booklet finalised online. JH to put link to online booklet onto intranet and circulate link to HR leads to use for new staff induction packs.

**Student welfare sign-posting tool for VSCSs – roll-out and annual recording for RCVS (Dan, Joanna, Katheryn)**

The welfare sign-posting tool is now in use and has now been implemented to all VSCSs. VSCSs have had a meeting in September and agreed to use it to document interactions with students. Necessary for Department to document mental health interactions with students for tracking the level of need.

Committee noted that the next ‘Student Mental Health Essentials’ course aimed at staff in student facing roles is scheduled for November 1st DT to recommend to VSCSs within Department.

**Mental Health First Aider annual recording (Dan, Joanna, Julie).**

JH has put together a MS form for MHFAs to fill in after having a MHFA consolation. The form is very simple and purposely anonymous. By filling in the form, the text will populate an excel spreadsheet that can be saved to document need and usefulness of MHFAs. JH and JI to promote form to MHFAs. JI to set up a meeting with MHFAs in due course to share links to forms and relay policy.

1. Main business:

4.1 Student Related matters

Group discussed SSDs and rotation leaders to be aware of SSDs. Nick Bexfield and Jane Dobson looking at this as part of SEC. Bullets to be put together so teaching staff can make best practice. (you may want to elaborate Dan)

KA noted that during the recent student induction process, The Quiet Room was added to the tour.

It was noted that hospital interns expressed that shift patterns need to be addressed. Committee to take this out of the meeting and action to Nick Bexfield to look into shift patterns.

4.12 General Staff related matters

4.13 RCVS related matters

**4.2** Planning for annual Departmental W+MHOG event

JH to reach out to a few people about talking at the next wellbeing week. BG has given group details of a small animal vet contact who has lived experience of dealing with loss and has expressed an interest in being one of the speakers. JH to reach out. Group expressed that mindfulness sessions were very useful and may want to book same company again.

**4.3 Department Wellbeing Communications**

* + - Intranet staff wellbeing webpage – [see new page](https://www.vet.cam.ac.uk/intranet/staff-wellbeing-and-welfare-support) (final edits re Clinical Scholars route to counselling needed)
    - Noticeboard
    - Upcoming wellbeing events to bring to attention of Dept members:
* The [University’s Key Dates](https://www.wellbeing.admin.cam.ac.uk/wellbeing-key-dates):
  + World Mental Health Day: 10th October 2024
  + Stress Awareness Day: 6th November 2024
* Scope to host a [‘VetLife Day’](https://www.vetlife.org.uk/vetlifeday/) – fundraising activity.

Group discussed how to improve numbers of people who took part in last years event and how to build audience for next event. It was noted that the events could be mentioned on the Friday morning Grand Rounds talks – as these weekly events include good numbers of people from the hospital.

1. Any other business

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