1. **Apologies**

Sue Lacey-Bryant (OCLIST)

2. **Matters arising from previous minutes**

i. *The Thames Valley Outreach Librarians’ page* on the TV Health Libraries’ Network site is up and running, and there is a link on it to all of Geoff Fleet’s guides.

ii. *Putting minutes on the TVOL page*: RP will check that it will be OK to put them on a public area, and translate them to PDF format.

3. **Publicity for Health Libraries Week**

Nothing has come yet, and it is not known at this stage what is happening. NLH is currently short of staff because of maternity leave.

It is advisable to check the DL Net website to see when material is ready.

4. **Presentation at November Residential Course** (*28th*-29th November, Sunningdale)

This will be on the feedback gained from the questionnaires given to training participants. VT will do the introduction and summing-up, AG the questionnaires, and GF the statistical analysis. Running order and details were discussed. The presentation needs to be ready to be sent to the organisers one week ahead so that packs can be prepared for delegates.
5. **Discussion of questionnaire forms**

Difficulties and inconsistencies in pre-, post- and follow-up data caused by:

a) Design problem  
b) Numbering (one staged as 0 to 5 and another 1 to 6)  
c) Variations between areas and trainers on details in teaching  
d) Comments and impressionistic responses  
e) Variations in area/populations covered  
f) The data did not cover all the training in the Thames Valley

6. **Discussion of whether the monitoring was properly reflecting the beneficial impact of training**

Impact is more important than output (e.g. numbers of people trained), but the outputs still have to be there.

We know by experience and anecdotal evidence that Trusts have been saved thousands of pounds by training people to use the appropriate resources, but getting this demonstrated by statistical results is not always easy. Critical Impact Techniques need to be applied.

It was decided to change Question 4 on the follow up questionnaire to: *Has your practice/patient care changed as a result of your training?*

7. **A paper, Evaluating the Impact of Library User Training, is to be published in the Health Information and Libraries Journal by the Group.** It will use the information given in the presentation at Item 4 above. If all the data is not ready for the publication deadline at the end of November, then the paper will go in as a “Brief Communication” item in the same journal. (Items in this section are not peer-reviewed like those in the main journal.)

There is not much literature on this topic.

8. **AOB**

i. There is a **Human Resources conference** taking place on Wednesday 26th October at the Kassam Stadium in Oxford, with the theme “Improving Working Lives”. GB will be attending and hosting a stand. Thanks to her for arranging this.
ii. **OCLIST**: The Group is preparing a checklist on the differences between NeLH and NLH, and the migration from the former to the latter. They offered an invitation to take part, and maybe offer a training room. We decided to refuse on both counts, but would like to see the final document.

*Action:* *RP will respond on our behalf as above.*

iii. **Reportback by GB on OCLIST meeting in Kent 9th September**

Worth attending, a welcoming group and good discussion. Web pages developed by Andy Prue, will include a blog overseen by Trudy Turner.

There was some training on the Cochrane Library by representatives from Wiley, but it was very basic. Staff from St Georges, Tooting, (the Cochrane Airways Group) did some good supplementary training. Perhaps the Professional Development Group should investigate Cochrane Training, maybe approach Carol de Bruin.

Next meeting of this group is 16th December. No one available to go.

*Actions*

- *RP will send an apology.*
- *The Airways Group presentation to be circulated (GB).*

9. **Val Trinder** thanked the group for doing a lot of work in a short space of time.

10. **Leaving post:** VT is leaving 8th December. GF and AG will be finishing in mid-May 2006. GB will be finishing in October 2006.

11. **Next meeting:** Thursday 2nd February 2006, 10-12.30 at Verney House, Aylesbury, followed by lunch. *Agenda:* What those who are left will do when so many members of the Group have left!