

Board of Directors (in Public)

Item 12

Updated 30.05.17

No.	Agenda Item	Action	By Whom	Progress	Board review	Note
May 2017						
1	3.3. safeguarding annual report	Review 'Team Prevent' name assigned to Occupational Health service	JTw		July 17	To be raised at the next contract meeting.
2	3.5 ICCI Report	Investigate 'drugs given by wrong route' (medication errors)	SP/MJ		July 17	One medication was given intravenously rather than a pit line (potassium) no harm to patient. 2 nd incident gave oral furosemide instead of intravenous. No harm to patient.
3		Divisions to ensure timely closure of incidents and review at governance meetings	SP	Divisional governance ToRs and business cycles refreshed – Ops Board June 17	n/a	
4		Check and confirm that HALT incidents are routinely captured on DATIX	SP		July 17	Incidents are captured as per the HALT guidance, staff have been encouraged to be clear when reporting if it is a HALT incident or not.
5	4.1 Health economy Update	Circulate C&M 5YFV update	NL/LL	Complete	n/a	Circulated by e mail 2.6.17 (LL)
6	5.1 Board dashboard	SOF dashboard - Check / correct profiling for financial indicators to reflect plan	CW / MJ		July 17	Complete
7		Investigate reported reduction in GP referrals M1	TW / MJ		July 17	No issue when data collected for number of working

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						days in the month.
8	5.2 Finance Report	Maintain focus on CIPs via BTSG and deep dive review at IPC in July	CW/MS		July 17	Subject to on-going discussions at BTSG, IPC and Audit Committee
9		Circulate M2 financial report to BoD ASAP (Mid-June)	CW		July 17	Complete
April 2017						
10	6.2 Annual evaluation of Board assurance Committees	Audit Committee to discuss Well Led findings relating to Assurance Committees / Audit Committee	JF/ LL		July 17	Via BAF key issues report
11	6.3.1 IPC BAF Key Issues	IPC to receive assurance that income collection and debt recovery are robust prior to Board consideration and approval of new PP Strategy	CW / TW		July 17	Will be incorporated into private Patient Strategy – to be presented to Oct 2017 BoD
March 2017						
12	2.4 CQC action plan	Closing report to BoD	SP		Sept 17	Escalate any exceptions and/or issues from mock inspection as these arise.
13	6.1.1	Update People Strategy to reflect impact of Carter review and strategy for organisational change.	JTw		July 17	Main agenda refers
April 2015						
14	Finance Report for Period Ended 31.3.15	Implement plan to improve management of debtors.	CW		ongoing	