The Queen Elizabeth Hospital NHS
King's Lynn
NHS Foundation Trust

Board of Directors (PUBLIC) - Actions Monitoring –Record August 2012

Action No.	Meeting Date	Board minute	Action	Receiving Bodt	Date to be completed	Lead	Status	Completed?
130	28-5-12	118/12	**MH undertook to ensure that the discharge at night issue was picked up when the Escalation Policy was reviewed.**		On review	MH	**MH Escalation Policy is in draft format. Discharge at Night has been taken into consideration in redraft. Escalation Policy to be presented to TEC before the end of August.**	
133	28-5-12	123/12	**GW/GH undertook to include the national comparative information on pressure ulcers in the monthly report**		July 2012	GW/ GH	**GW does not have access to national data. But the SHA will be publishing the region's benchmarked data.**	
138	**30-7-12**	**143/12**	**Further discussions are to take place as to how the Board can be kept informed of progress in R&D**		**August**	**GW**	**Propose to bring six monthly updates of all current projects being undertaken across the Trust.**	
139	**30-7-12**	**150/12**	**The Board to be kept advised of any emerging issues around consolidation of Vascular Services and updated following the consultation period**		**As app.**	**PW**	**The operational teams have commenced discussions with Addenbrookes and the N&N to discuss how services might be reconfigured.**	
140	**30-7-12**	**155/12**	**BAF - EDs to review the BAF and take action on sources of assurance.**		**August 2012**	**EDs**	**GR now needs with individual EDs each month to update the BAF**	
141	**30-7-12**	**156/12**	**Risk Register – BC to bring update to next F&I (August) regarding mainstreaming AQP and the Trust's approach to date.**		**August 2012**	**BC**	**Paper to F&I in September on AQP process – joint author LP.**	

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142	30-7-12	156/12	GH undertook to review the risk scoring in respect of imaging.		August 2012	GH	Currently on the divisional risk register and being monitored monthly. Risk rating high until tenders for AQP are agreed but division has robust mechanism for capturing all tender submissions.	√
143	30-7-12	158/12	Performance Report – Serious Incidents BC was asked to provide detail in the August report in respect of each SI. The target position for this year is to be discussed at TEC and advised to next Board Meeting		August 2012	BC PW	Complete	√
144	30-7-12	158/12	Physical Assaults on staff details to be collated and circulated NHS Resilience Report – More detail is to be provided to give a better explanation as to what this Project is i.e. what is being done Performance report to cover 'in month' and 'ytd' position on appraisals and mandatory training		August 2012	DS/BC	DS will provide verbal update Included in September Board paper	
145	30-7-12	158/12	Performance and Standards Committee to see the detailed reviews of the May Cancer issues RCA's in their August report		August 2012	MH/BC	Included in August's Performance Report	
146	30-7-12	158/12	'Actual In Month' figure was detailed as well as a YTD figure on C&B and DNA to be included in performance Report.		August 2012	BC	Included in September Board Paper	
147	30-7-12	160/12	The Board to receive a copy of the strategic audit plan aligned with the BAF.		August 2012	GR	Circulated by email	