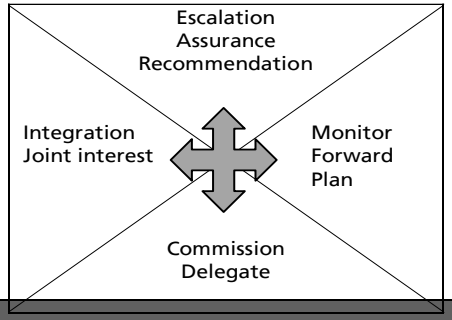
Agenda item: 14

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

Chair's Key Issues and Assurance model

Committee / Sub-committee	Date	Chair
Trust Executive Committee	**15 October 2013**	**Patricia Wright** **Chief Executive**



KEY	✓	***Supporting papers – Committee Members will have access to these papers from previous circulations. Paper copies will however be prepared for use at the Board / Committee receiving the CKIs.***

Agenda Item	Issue and lead officer	Receiving body, e.g. Board, Committee		Recommendation / Assurance / mandate to receiving body	Papers attached	BAF Ref.
213/13	Outpatient Skill Mix Report – Val Woods (VW)	⇧	**Board**	**Board to note** Whilst the TEC supported the proposals, further details are required. A further and more detailed paper to be presented to the TEC on 5.11.13		
214/13	Meeting Elective Care Plan – Sarah Jones (SJ)	⇧	**Board**	**Board to note** An updated plan to be provided at each and every TEC meeting, together with a clear trajectory.		
215/13	Nurse Staffing Levels compliance – David Gwilliam (DG)	⇧	**Board**	**Board to note** Currently the Trust is on 'green'. A paper to be provided to each and every TEC meeting in the future.		
217/13	Histopathology Service Transfer – David Stonehouse (DS)	⇧	**Board**	**Board to note** DS to keep the TEC updated on the transfer.		

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219/13	BSP / Recovery – Keith Pringle (KP)		**Board**	**Board to note** The final plan will need to be agreed by mid November.		
220/13	NHSLA – Claire Roberts (CR)		**Board**	**Board to note** In view of the changes to the current NHSLA, CR to work with Mark Blunt, Bev Watson and Val Newton as to exactly what the Trust will require in relation to patient safety.		
221/13	Trust Safety Culture Audit – Bev Watson (BW)		**Board**	**Board to note** BW to discuss with Ian Bruce the possibility of including details of the audit within the Values and Behaviours workshops.		
222/13	National Diabetes Audit – Bev Watson (BW)		**Board**	**Board to note** This will be monitored by the Medicines Management Group. BW to discuss with Ian Bruce the prospect of introducing diabetes within mandatory training.		
223/13	Chairs Key Issues – Patricia Wright (PW)		**Board**	**Board to note** PW asked all sub-committee Chairs to ensure the Chair's Key Issues clearly state what actions are required as this is not always apparent.		
224/13	A&E Sustaining 4 hour performance – Cursty Pepper (CP)		**Board**	**Board to note** Any comments on the paper to be forwarded to CP.		