

QUALITY & SAFETY COMMITTEE ACTION LOG
19 JANUARY 2021

Minute Ref.	Date	Agreed Action	Lead	Timescale	Status as at January 2021
QSR/17/39 & QSR/19/78 QSC/20/96	9 May 2017 August 2019 July 2020	Clinical risks / patient safety issues associated with follow up outpatients not booked (FUNB) Members reinforced their expectation that they required a report on the agreed three specialities to consider whether there was any avoidable harm as a consequence of patients waiting longer than originally planned, to undergo their outpatient follow up appointment. Full update report on FUNB to be presented to the September meeting with specific focus placed on Ophthalmology Revised FUNB plan to be presented to the September meeting, with particular focus being place on Ophthalmology, which also identified the reduction of risk and identification of harm.	Director of Operations	May 2018 agreed that FUNB be a standing item on the agenda until further notice. March 2020 July 2020 September 2020 November 2020	Ongoing Regular update reports have been scheduled into the Committees Annual Cycle of Business
QSR/18/81	Dec 2018	Policy Review a)Corporate Policy Sub Group A corporate policy review sub group to be introduced to support the corporate policy review process, which will be in addition to the existing group in existence for reviewing workforce policies.	Board Secretary/ Director of Corporate Services & Governance	June 2019 Was March 2020 Was May 2020	Completed Report presented to the November 2020 outlining the progress made and process moving forwards. Regular progress reports have been scheduled into the Committees Annual Cycle of

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				Now July 2020 September 2020 November 2020	Business
QSC/19/181	December 2019	Directorate Exception Report – Children & Young People Concerns expressed at the nurse staffing levels and shortage of Paediatric Doctors identified within the report. Update to be provided at the January 2020 meeting regarding the proposal being developed to address the position	Medical Director	May 2020 Now July 2020 Now October 2020 Due to the redeployment of resources in response to Covid, we are unable to provide the Committee with a revised proposed date for completion at the present time.	In progress The Covid response has intervened again, however, recruitment is continuing.
QSC/20/060	May 2020	Primary & Community Services Quality Report Outcomes of the investigations undertaken into the Serious Untoward Incidents to be shared with Committee Members	Director of Primary, Community & Mental Health Services	July 2020 Now December 2020	In progress It is anticipated that the Serious Incident Review will be completed by mid-November. The outcomes will be shared with Members following the completion of the review.

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QSC/20/065	May 2020	Royal College of Anaesthetists & Royal College of Surgeons Invites Service Review on the Intensive Care Service for General Surgery Patients at Princess of Wales Hospital In Committee discussion to be held at a future meeting regarding the significant HR issues associated with this review	Medical Director	September 2020 Due to the redeployment of resources in response to Covid, we are unable to provide the Committee with a revised proposed date for completion at the present time.	On agenda
QSC/20/091	July 2020	Maternity Service Improvement Programme Report Review to be undertaken of the job planning data contained within the report which Independent Members found difficult to understand. Response to be provided outside of the meeting	Assistant Medical Director	December 2020 February 2021	In progress Progress remains slow, partly due to further changes in structure within the department. So far, 77% of consultants are recorded as overdue as are 62% of SAS doctors. A number of these are at the "awaiting sign off" stage however, so this should improve over the coming months. Job Planning was paused as a result of the Covid 19 Pandemic.
QSC/20/116	September 2020	Merthyr & Cynon Integrated Locality Group Quality & Safety Report Report to be presented to the November meeting of the Committee outlining the consequences of the opening of the Grange Hospital on Prince Charles Hospital	Director of Operations	November 2020	Completed This report was presented to the December Planning, Performance & Finance Committee for noting.

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QSC/20/140	November 2020	Merthyr & Cynon Integrated Locality Group Quality & Safety Report Harm Review improvement plan to be shared with Committee members	Director of Operations	January 2021	In progress
QSC/20/141	November 2020	Listening from an Improvement Story Communications Team to be put in contact with the Creative Writing Facilitator so that her work could be promoted	Director of Corporate Governance	January 2021	Completed Details shared with the Communications Team and patient story shared at the Staff Gratitude Event
QSC/20/144	November 2020	Once for Wales Concerns Management System Report to be shared with the Digital & Data Committee as a result of this being a major IT implementation programme.	Director of Nursing	January 2021	Completed Report presented to the December 2020 meeting of the Digital & Data Committee
QSC/20/156	November 2020	Bridgend Integrated Locality Group Quality Report Additional assurance to be provided to Committee Members in relation to the ligature works being undertaken within the Bridgend ILG. Detailed action plan to be included with all future reports	Integrated Locality Group Director	January 2021	Completed Ligature Action Plans shared with Committee Members outside of the meeting
QSC/20/158	November 2020	Quality Dashboard A review to be undertaken of future committee meeting dates to ensure the Committee was as best informed as it could be in relation to the data being presented	Director of Corporate Governance	January 2021	In progress Verbal update to be provided by the Assistant Medical Director of Quality & Clinical Effectiveness to the January meeting outlining the proposed way forward.
QSC/20/164	November 2020	Update on Follow Up Outpatients Not Booked – Ophthalmology Next iteration of the report to include an update on patient engagement and how patients were reacting to the current position	Medical Director	January 2021	On agenda Verbal update to be provided at the meeting