



**QUALITY & SAFETY COMMITTEE – FORWARD WORK PLAN**

Origin of Request	Category of Report / Presentation (Deferred Item/ Additional Item/ Ad-Hoc Item)	Item Title	Lead Officer	Intended Meeting Date
Email request from the Director of Corporate Governance following discussion held at Health, Safety & Fire Sub Committee raising this as an area of concern	Additional Item	Datix Cymru – Assurance Report	Director of Corporate Governance	<b>In progress</b> Report received and discussed at the 24 January meeting. Agreed that a progress report would be presented to the Committee in <b>July 2023</b> .
Action captured at the November 2022 Quality & Safety Committee	Additional Item	Learning From Events Backlog – Progress Report	Assistant Director of Concerns & Claims	<b>On agenda</b> Report received and discussed at the meeting held on 24 January 2023. Agreed that a further update on progress would be presented to the <b>May 2023 meeting</b> .
Action agreed at the meeting held on the 24 January 2023	Additional Item	Spotlight Report on Emergency Care Incidents – Pressure Ulcers and Falls	Deputy Director of Nursing	<b>On agenda</b> Planned for March 2023 – The Deputy Director of Nursing has requested that this item is deferred to the <b>May 2023 meeting</b> .
Email request from the Quality & Safety Committee Chair	Additional Item	Healthcare Inspectorate Wales Action Plan Tracker – Prototype	Deputy Director of Nursing	Planned for May 2023 – <b>On agenda</b>
Agreement made at the February Agenda Planning Session	Additional Item	Patient Falls and Unexpected Exits Lessons Learnt Report	Deputy Director of Nursing	Planned for May 2023 – <b>On agenda</b>

Agenda Item 3.2.3



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Origin of Request	Category of Report / Presentation (Deferred Item/ Additional Item/ Ad-Hoc Item)	Item Title	Lead Officer	Intended Meeting Date
Email Request from the Volunteer Manager	Additional Item	Volunteer Service Policy - For approval	Executive Director of Nursing	Planned for May 2023
Email Request from the Assistant Director of Governance & Risk	Additional Item	A National Review of Consent to Examination & Treatment Standards in NHS Wales - Final Welsh Risk Pool Report	Executive Medical Director	Planned for May 2023 - <b>Now deferred to July 2023</b>
Email Request from the Assistant Director of Therapies & Health Sciences	Additional Item	Development of a CTM Allied Health Professionals & Healthcare Science Strategy	Executive Director of Therapies & Health Sciences	Planned for May 2023 - <b>On agenda</b>
Email request from the Medical Directors office	Additional Item	Ratification of Urgent Committee Chairs Action - Policy Approval	Assistant Director of Governance & Risk	Planned for May 2023 - <b>On agenda</b>
Email request from the Medical Directors office	Additional Item	All Wales Model Policy for Consent to Examination for Treatment	Medical Director	Planned for May 2023 - <b>On agenda</b>
Email request from the Medical Directors office	Additional Item	Policy for the provision of Intraoperative Cell Salvage	Medical Director	Planned for May 2023 - <b>On agenda</b>
Email Request from the	Additional Item	Volunteer Service Policy	Director of Nursing	Planned for May 2023 - <b>Deferred to 18 July 2023</b>

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Volunteer Manager				
Email Request from the Patient Care & Safety Team	Additional Item	Concerns Policy	Director of Nursing	Planned for May 2023 – <b>Deferred to 18 July 2023</b>

**Completed Activity From the Forward Work Programme:**

Origin of Request	Category of Report / Presentation (Deferred Item/ Additional Item/ Ad-Hoc Item)	Item Title	Lead Officer	Intended Meeting Date
Request from Strategic Planning & Commissioning Manager	Item deferred from November to January to allow for consultation period.	CYP 16-17 year’s Acute Admission Policy – For Approval.	Strategic Planning & Commissioning Manager	<b>Completed</b> – Policy received and approved at the meeting held on 16 March 2023.
Action captured at the November 2022 Quality & Safety Committee	Additional Item	Report to be presented to the next meeting in relation to the position regarding the use of controlled drugs.	Medical Director	<b>Completed</b> – Update provided within the Quality Dashboard report presented at the meeting held on 16 March 2023.
Email request received from the Director of Nursing on 30 December 2022	Additional Item	Macmillan Wales Cancer Patient Experience Survey – Briefing Note	Director of Nursing	<b>Completed</b> – Included as an Appendix to the Quality Dashboard report presented at the meeting held on 16 March 2023.
Email request received from the Head of Corporate	Additional Item	Independent Member Walkround Protocols	Director of Nursing	<b>Completed</b> – Report received at the meeting held on 16 March 2023.

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Governance & Board Business				
Action captured at the November 2022 Quality & Safety Committee	Additional Item	Welsh Community Care Information System Progress Report	Nurse Director – Mental Health Care Group/Director of Digital	<b>Completed</b> – Update included in the Mental Health & Learning Disabilities Care Group Highlight Report received at the meeting held on 16 March 2023.
Email Request received from the Chair of the Committee	Additional Item	NHS Wales Delivery Unit Review of Primary and Secondary Mental Health Services for Children and Young People	Director of Nursing	<b>Completed</b> – Update included in the Mental Health & Learning Disabilities Care Group Highlight Report received at the meeting held on 16 March 2023.
Email request from the Assistant Director of Governance & Risk	Additional Item	Chairs Urgent Action – Policy Approvals	Assistant Director of Governance & Risk	<b>Completed</b> – Report received at the meeting held on 16 March 2023.