

**THE SHREWSBURY AND TELFORD HOSPITAL NHS TRUST**

**Outcome of Quality & Safety Committee**

**Thursday 21<sup>st</sup> July 2011**

Present:	Peter Vernon (Chair) Vicky Morris Martin Beardwell Simon Walford John Davies Tina Cookson	Non Executive Director Director of Quality and Safety/Chief Nurse Non Executive Director Non Executive Director Non Executive Director Chief Operating Officer
In attendance:	Sarah Shingler Alison Jones	Interim Deputy Director of Nursing and Quality GP Liaison
Secretary	Bergitte McGovern	Executive Assistant to Director of Quality and Safety

- Chief Operating Officer gave verbal update report on Delayed Transfers of Care, which outlined the impact of the work undertaken in this area with figures having dropped from an average of 70 earlier in the year to under 26 for the last few weeks. The significant decrease in DTOC patients had led to a need to explore different options for decreasing the bed base. An option appraisal would be brought back to the Board.
- The Committee were updated on the SHA/Cluster Review and the high level brief provided as an outcome. An action plan would be monitored by the Committee.
- The Committee noted the Quality report and the continuing work being undertaken to reduce falls and pressure sores and asked for the Leads to brief the Committee on the ongoing work to improve the outcomes for patients.
- Alison Jones (GP Liaison) briefed the Committee on the Trust work with care providers in the community to ensure that documentation was robust and outcomes of care from acute providers and community care are reported robustly.
- The Committee noted the slight increase in complaints and through discussion agreed the need for a more detailed breakdown for more effective analysis on trends and themes.
- The Committee received a brief on the Safer Nursing Care tool and approved the roll out of the tool.

<b>Minute</b>	<b>Decision / recommendation / further action</b>	<b>Responsibility / Deadline</b>
<b>210711.01</b>	The Director of Quality and Safety agreed to arrange for Lynn Atkins to run through the key actions from the pilot study involving hourly care rounds with the Committee.	VM 23.08.11
<b>210711.02</b>	Progress report on peer review process of matrons from one section visiting wards on another section to be included in next Quality and Safety report.	VM 23.08.11

<b>210711.03</b>	Interim Deputy Director of Nursing and Quality to liaise with Maggie Bailey and ensure the briefing paper on the relationship between SaTH and Care Providers and Transfer of Care Summary include community hospitals.	SS 23.08.11
<b>210711.04</b>	Results of audit of how well Transfer of Care Summary is being used be presented to the Q&S in September or October 2011.	AL 22.09.11
<b>210711.05</b>	Director of Quality and Safety to invite Deputy Medical Director to the next meeting and ask him to provide a report on Leading Improvement in Patient Safety (LIPS).	VM 23.08.11
<b>210711.06</b>	Martin Beardwell, NED, requested formal complaints included complaints received by PALs, the Director of Quality and Safety agreed to action this.	VM 23.08.11
<b>210711.07</b>	Consultant league tables reporting on the VTE assessment rates by consultants to be presented at the next Quality and Safety Committee meeting. to action.	VM / AF 23.08.11
<b>210711.08</b>	Infection control statistics to be included in next Quality report including MRSA, MSSA, C. dif and E.coli bacteraemia.	VM 23.08.11
<b>210711.09</b>	The Terms of Reference for the Patient Experience and Involvement Board to be presented to the Quality and Safety Committee meeting in September 2011.	VM 22.09.11
<b>210711.10</b>	Never Event - Medical Director to come back at the next meeting and report that the surgeons have been told that they must purchase swabs without tags if they wish to use tagless swabs.	AF 23.08.11
<b>210711.11</b>	The Chair requested this be brought forward to matters arising at the next meeting.	BM 23.08.11
<b>210711.12</b>	Night handover observation rota to be put in place for NEDs.	SS 23.08.11
<b>210711.13</b>	Committee to be provided with a quick update on Ward 15 progress in August and a full report in September 2011.	VM 23.08.11

Date and Time of Next Meeting - Tuesday, 23<sup>rd</sup> August 2011 at 14:00 in Room D, PRH Education Centre.