

DECISION & ACTION SUMMARY FROM THE HOSPITAL EXECUTIVE COMMITTEE

HELD ON TUESDAY 28th AUGUST 2012

Min.No.	ACTION/DECISION	Responsibility	DEADLINE
2012.2.2D	A&E Options Appraisal - Full option appraisal including finances to be worked up. Update to August HEC.	R Law	25/9/12
2012.2.3C	Dedicated RSH Trauma Unit - Revised paper required in September incorporating resolution to financial impact of bridging staffing gaps, detail around Rehab pathways/support, location of teams, and Rehab cover of head trauma.	T Fox / M Prescott R Law / D Lloyd / J Jones	25/9/12
2012.4.2A	Medicine Codes Audit & Security – Present report of findings from data collection & audit.	B McElroy	23/10/12
2012.6.2A	Workforce Strategy: Bring enhanced & developed strategy plan back to HEC in September.	WD	25/9/12
2012.7.2B	Caring For People With Dementia – Action Plan: Bring back to HEC in October after integrating outputs from the wider LHE Dementia Strategy.	DQS / MD	23/10/12
2012.7.2E	Bed Closure/Reconfiguration: Bring back for discussion the results and findings of the surgical reconfiguration and SAU following a 2 month period.	T Fox	25/9/12
2012.7.2F	Plan For Appropriate Use Of Side Rooms: - Bring revised & embellished paper back to September HEC - Ensure refurbishment of side rooms and office space to become contingency surge capacity and isolation space is integrated into the Trust Winter Capacity plan, and bring back final escalation policy/plan incorporating the appropriate use of side rooms and isolation space in times of surge to August HEC.	P O'Neill IDoO	25/9/12 28/8/12
2012.7.3A	Revised Proposal For Reconfiguration Of Cardiology: - Explore, review and resolve workforce and cashflow issues, then revised paper including solutions to these to come back to September HEC.	H Davies / J Jones	25/9/12
2012.8.2A	Commissioning Intentions of Shropshire CCG: - all Centres and areas to submit comment & feedback on the presented commissioning intentions to Paul Hodson - submit feedback on intentions to Paul Haycox, to raise for discussion in CCG/provider meeting in order to ensure synergy between SaTH and the CCG.	CC's/VSL's Paul Hodson	End Sep End Sep
2012.8.2C	Breast Screening QA Visit Feedback: - draft a message to PCT's seeking feedback & comment on the findings of the QA visit from a commissioning perspective; particularly with a view to the anticipated expansion of service - discuss the possibility of getting admin & booking support to the breast screening service from the centralised booking and scheduling team.	M Metelko/D Jones M Metelko/E Craig/ J Harrison	End Sep End Sep
2012.8.2H	QIPP Initiatives & Gainshare Opportunities: - both the Monoclonal and Homecare proposed gainshare opportunities APPROVED to be developed - develop Business Case to come back to HEC; identifying benefits, proposed governance arrangements, costs, timescale and implementation outline.	ALL B McElroy	28/8/12 27/11/12
2012.8.2J	Lingen Davies Centre: - the Committee NOTED that the Lingen Davies Centre Project was completed on budget and on time 20 th August 2012 - the Committee NOTED the operational 'go live' date as Monday 17 th September 2012 - the Committee NOTED the invitation to attend an open evening on Thursday 27 th September 2012.	ALL ALL ALL	28/8/12 28/8/12 28/8/12
2012.8.2L	Outcomes from the Recruitment Panel: - the Committee supported the Recruitment Panel and AGREED to advertise to appoint a Chief Information Officer.	ALL	28/8/12

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2012.8.3A	Business Case for Clinical Correspondence Server : Project 33: - clarify where Capital funding is, or would come from - clarify where savings/financial benefits would come from, in detail and with timeline - compare the project against the overall Trust's financial priorities - bring comments on the above back to September HEC for decision.	C Beacock/N Appleton C Beacock/N Appleton C Beacock/N Appleton C Beacock	ASAP ASAP ASAP 25/9/12
2012.8.6A	Paediatric Diabetic Service Best Practice Tariff: - liaise with IT to ensure adequate technical support to run 'Twinkle' - the Committee APPROVED key investments in staff to secure best practice tariff from April 2013 - the Committee APPROVED the development of an SLA with the Community Trust for elements of service provided by them - the Committee AGREED to the Capital Planning application for the Twinkle Database needed to demonstrate compliance with the best practice tariff to Commissioners.	A Tapp/Cathy Smith ALL ALL ALL	ASAP 28/8/12 28/8/12 28/8/12
2012.8.5B	PMO MONTHLY REPORT – MONTH 4 2012: - the Committee AGREED for the Pathology initiative to exit the PMO pipeline - the Committee AGREED for the FT project to exit the PMO agenda - the Committee agreed to retain E-rostering on the PMO agenda - the Committee AGREED to retain Bed Reconfiguration & closures on the PMO agenda due to project slippage and delay of Phase 3. - produce finite & detailed bed closure plan covering dated delivery of all 3 phases for October HEC	ALL ALL ALL ALL IDoO	28/8/12 28/8/12 28/8/12 28/8/12 23/10/12
2012.8.6B	Policy Approval Group: The following revised policies were all RATIFIED for implementation: <ul style="list-style-type: none"> ➤ Health Records Policy ➤ Claims Management Policy ➤ Managing MRSA within the Workforce 	ALL	28/8/12