

**DECISION & ACTION SUMMARY FROM THE HOSPITAL EXECUTIVE COMMITTEE  
HELD ON TUESDAY 26<sup>th</sup> JUNE 2012**

Min.No.	ACTION/DECISION	Responsibility	DEADLINE
2012.1.3A	<b>McKinsey Hospital Institute</b> - Progress update presentation on working partnership required in July.	DoBE	24/7/12
2012.2.2D	<b>A&amp;E Options Appraisal</b> - Full option appraisal including finances to be worked up. Update to August HEC.	R Law	28/8/12
2012.2.3C	<b>Dedicated RSH Trauma Unit:</b> - Detail of resolution to financial impact of bridging staffing gaps and detail around Rehab pathways/support to be incorporated into one comprehensive paper.	IDoO / M Prescott R Law / D Lloyd	24/7/12
2012.2.5B	<b>Infection Control</b> – Share Estates map of side rooms and report on the appropriateness of their use with HEC in July.	P O'Neill	24/7/12
2012.4.2A	<b>Medicine Codes Audit &amp; Security</b> - continue with enhanced programme for completion by July 2012 and bring progress update & outcome of Audit to August HEC.	B McElroy	28/8/12
2012.4.2D	<b>NICE Guidance Updates:</b> - progress report on centralised triaging to June HEC.	C Beacock	26/6/12
2012.4.2F	<b>Revalidation and Appraisal:</b> - Progress report on appraisal & revalidation completion to August HEC - Circulate guidance to Centres on appraiser training & validation, with clarification of requirements - On a monthly basis, circulate to CC's and VSL's Centre-specific reports showing appraisal completion %.	C Beacock MD  MD	28/8/12 24/7/12  Monthly
2012.4.3D	<b>Staff Survey:</b> All Centres to arrange respective staff survey results workshops.	CC's & WD	ASAP
2012.5.4A	<b>Clinical Outcome Forms:</b> M Cheetham to include N Srihari in the final developments of the form to incorporate Cancer input & requirements.	M Cheetham / N Srihari	24/7/12
2012.6.2A	<b>Workforce Strategy:</b> Bring enhanced & developed strategy plan back to HEC in August.	WD	28/8/12
2012.6.2H	<b>External Review Of AMU Progress Report:</b> Meet with relevant colleagues to discuss, explore and agree relevant patient condition pathways, i.e. for AMU or SAU.	R Law / M Cheetham	24/7/12
2012.6.6B	<b>Revised Ambulatory Care Unit Policy:</b> Meet to agree and reword section on links with Pharmacy and Medicine Management. Re-present final paper.	R Law / B McElroy	24/7/12
2012.6.3A	<b>Revised Business Case For Orthogeriatric Service And Increased Trauma Time:</b> <b>APPROVED</b> to proceed to Trust Board, meanwhile fully explore MSK Theatre Utilisation in order to potentially strip out further costs.	P Moreau / IDoO / M Cheetham / T Fox / S Biffen	24/7/12
2012.6.3B	<b>3<sup>rd</sup> LINAC/Bunker Business Case (with Lingen Davies):</b> - submit to S Peak a list of other Cancer related equipment requirements - Liaise with Lingen Davies around the potential funding of other equipment purchases - explore and develop all feasibilities within the 3 <sup>rd</sup> LINAC Business Case before re-presenting - Consider the purchase of a 3 <sup>rd</sup> LINAC against the Capital Programme	N Srihari / S Faulkner S Peak N Srihari / S Faulkner FD	ASAP 24/7/12 24/7/12 24/7/12
2012.6.6A	<b>Centralised Appointments Call &amp; Book Centre Proposal:</b> - <b>AGREED</b> in principle to centralise into one SaTH booking & scheduling team - Explore other venue/location options - engage in discussions with Gastro and Anaesthetists, and build impact of lost rooms into the proposal (for example the cost impact of losing Room 1 Treatment Centre as a meeting/training room) - Consider the proposal and its costings against the current Capital Programme	ALL S Peak / C Needham S Peak / Janine Harrison  FD	26/6/12 July July  July
2012.6.6D	<b>Proposal For Reconfiguration Of Cardiology:</b> - principles of reconfigured Cardiology and repatriation of a PCI service <b>AGREED</b> - rework and embellish proposal to include Cardiologist job planning & salaries, plus more detail on practicalities of delivering the reconfiguration - clarify the requirements of BCIS - Consider the proposal and its costings (initial £1M outlay) against next year's Capital Programme - Bring revised proposal and BCIS requirements back to HEC for consideration.	ALL J Jones / H Davies  J Jones / H Davies FD  J Jones / H Davies	26/6/12 ASAP  ASAP July  July?