

THE SHREWSBURY AND TELFORD HOSPITAL NHS TRUST

Outcome of Quality & Safety Committee

Thursday 19th May 2011

Present: Peter Vernon (Chair) Non Executive Director
 Vicky Morris Director of Quality & Safety/Chief Nurse
 Ashley Fraser Interim Medical Director
 Martin Beardwell Non Executive Director
 Tina Cookson Chief Operating Officer
 John Davies Chairman
 Adam Cairns Chief Executive
 Helen Coleman Head of Nursing
 Ceri Adamson Matron, Critical Care

Secretary: Rachel Brookes Interim PA to Director of Quality & Safety/Chief Nurse

Apologies: Simon Walford Non Executive Director

Minute	Decision/Recommendation/Further Action	Responsibility/ Deadline
190511.01	Vicky Morris and Ashley Fraser are to prepare a report to determine where we are making progress on key areas relating to the paper on National Reviews and Recommendations Report.	VM/AF 23.06.11
190511.02	Vicky Morris will track the issue of the timely production of RCA's and report back at the next meeting.	VM 23.06.11
190511.03	Vicky Morris to bring the report on 22S&R to the next meeting.	VM 23.06.11
190511.04	Vicky Morris is to bring more definition around the RAG rating on the monthly performance report to the next meeting.	VM 23.06.11
190511.05	Vicky Morris is to look into the policy on smoking and report back at the next meeting.	VM 23.06.11
190511.06	Vicky Morris and Ashley Fraser to have a discussion with Tony Fox regarding the issue around retained swabs in theatre.	VM/AF 23.06.11

**Date of next meeting – Thursday 23rd June 2011
 14:00, Room G, Education Centre, PRH**