

**THE SHREWSBURY AND TELFORD HOSPITAL NHS TRUST**

**Quality & Safety Committee Workshop**

**Thursday 18<sup>th</sup> October 2012**

**MINUTES**

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- (Interim Trust Board Chair)
	Simon Walford	Non Executive Director
	Mr Chris Beacock	Deputy Medical Director

Apologies:	Sarah Bloomfield	Deputy Chief Nurse
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**1. Quality and Safety Committee ward review**

The members had been to Ward 27 prior to the workshop, with review of random selection of notes and discussion with the ward manager about the operational challenges on the ward and some of the ward to Board measures as well as a discussion with a surgeon about VTE compliance

**2. Quality Impact assessments**

- Committee reviewed summary status of Quality Impact Assessments, which they agreed provided a helpful overview and tracking process for the Committee.
- The Chair and members of the Committee felt that there is an issue with the way these are being completed instead of focussing on the real risk they tend to focus on the mitigating actions.
- The committee recognised the reasons for some of the rejected QIA's and those are being managed back to the clinical leads.
- The committee recommend that the whole board needed to discuss what are the true risks and how are they being mitigated for 3 particular areas and to ensure that within those CIP programme/ targets are not being duplicated:

Bed reduction,  
Patient flow  
Theatre capacity

**3. Quality Development Plans**

- The committee noted that the Quality Improvement Strategy approved by the Board in March 2012, required local Clinical Centre ownership/ implementation through Quality Development plans.
  - The Committee was presented with summaries of each centre's Quality Development Plans. It was noted that the quality of the plans were variable and not consistently focussed on achieving the targets through clear Key performance Indicators.
  - The Committee agreed that these plans need to be implemented within the centres and the Centre performance review meetings (monthly) used as a vehicle to support and develop these plans to be robust.
  - The Committee also noted that the Quality development plans will be integrated into the Business planning cycle for the next full year of 2013/14.
- 4.** The committee was briefed on a ward safeguarding referral which was being discussed with Commissioners.