

RAG Rating/Status

At risk	Red - Action date passed or revised date needed
On track	Yellow - Action on target to be completed by agreed/revised date
Complete	Green- Action complete
No longer needed	Blue - Action to be removed and/or replaced by new action

QUALITY, SAFETY AND IMPROVEMENT COMMITTEE

Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
OPEN ACTIONS FOR REVIEW								
QSIC 2022_12_14/4.6	QSIC 2022/17	MK	Screening Service Update	Noting Communication risks following the change to the DESW screening intervals.... the Directorate would work with the Communications department to try to mitigate any risk. SH agreed to reflect this in the existing Corporate risk on DESW	<p>16/05/2023: A verbal update will be provided at the May QSIC meeting</p> <p>15/02/2023: This is in progress and will be considered as part of the review of Risk.</p>	16/05/2023		On track
QSIC 2022_12_14/4.2	QSIC 2022/16	RBW/MK	Managing Risk	Noting ongoing recruitment issues related to the Microbiology Services in North Wales, KE referenced the recruitment cross over with this Committee, and asked that thought be given to how this Committee was sighted on relevant matters within the remit of the People and Organisational Development Committee.	<p>16/05/2023: This was discussed as part of the Committee effectiveness review and it was agreed that a document be developed to explain the cross committee connectivity and how this is managed. This will be presented to Board in May.</p> <p>15/02/2023: A meeting will be arranged between the Chairs of the Committees to discuss cross over workforce issues and will be considered as part of the development of the workplans for next year. There is a paper providing more information on the risk (CRR 208) included in the meeting papers for February.</p>	16/05/2023		On track
QSIC 2022_12_14/4.1	QSIC 2022/14	RBW/MK	Putting Things right report (q2)	FT expanded on a planned piece of work to improve Cervical Screening Incidents, particularly in areas where services were not provided by Public Health Wales. This would include engagement with Health Boards to identify issues and a review of current processes, practices and training for quality improvement. JW suggested a review of the extent of commissioning/specification and requirements for quality assurance and relevant revision at a future meeting.	<p>16/05/2023: Quality Improvement work has started focusing on strengthening sample taker training as part of contractual agreements, along with the identification and classification of incident types within the Datix system to improve theme analysis and incident data quality. An initial review of a recently renewed Long Term Agreement does not appear to contain detailed information to support comprehensive Quality monitoring . Further exploration and dialogue is required to understand current commissioning arrangements</p> <p>15/02/2023: Work is underway to review the arrangements CSW has with commissioned services . This includes a review of contractual agreements between CSW and health boards considering Long Term Agreements (LTA's)</p>	16/05/2023		On track
OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE								
QSIC 15/02/2023/4.3.1	QSIC 2023/4	LB	Managing Risk: Corporate and Strategic Risk Register	The Committee noted progress on discussions with Betsi Cadwaladr Health Board regarding medical training posts. Discussion continued around the possibility of collaboration with Liverpool University Medical School, it was noted that discussions had taken place previously around similar capacity challenges, and noted it may result in a loss of focus towards retaining staff in Wales. The Chair asked that this issue be cross referred to the People and Organisational Development Committee when they considered workforce planning and clinical governance issues;	<p>16/05/2023: This has been referred to PODC to consider in July (19.07.23). A further update will be provided at the October QSIC meeting.</p>	12/10/2023		On track

ACTIONS RECOMMENDED TO BE CLOSED AT (16 MAY 2023) MEETING

QSIC 15/02/2023/4.3.1	QSIC 2023/5	DC	Managing Risk: Corporate and Strategic Risk Register	The Committee noted that the Knowledge, Research and Improvement Committee would consider a Deep Dive into Equality at their next meeting, which would include reference to Diabetic Eye Screening Service Wales. KE suggested that DC meet with the Chair of the Knowledge, Information and Research Committee to ensure any relevant lessons learnt were considered in follow up at this Committee	As part of the Committee Effectiveness review, the Committee Members agreed that a map of cross cutting issues would be helpful to support the Committee's in their roles. This is being developed and will be submitted to the Board in May. It is proposed that the Chairs of the Committees meet on a regular basis to discuss the cross cutting issues and share information to support the work of the Committees. It is proposed that this action be taken forward as part of this wider discussion as one of the corss over issues. Action to be closed			Complete
QSIC 15/02/2023/4.1.2	QSIC 2023/2	AC/LB	Duty of Candour Update	The Committee requested that bespoke training modules / case studies be made available to the Non-Executives to provide real life examples across a variety of areas.	16/05/2023: AC confirmed that two case studies had been included in the May QSIC meeting agenda item: Update on implementation of Duty of Candour. AC also confirmed that a bank of case studies are included as part of the training materials in use, and a further training session could be provided for the Non-Executive Directors following the QSIC meeting, should they wish for additiaeonl training. Action to be closed			Complete
QSIC 15/02/2023/4.1.1	QSIC 2023/1	JB	Duty of Quality / Quality as an Organisational Strategy	The Committee asked for a full review and an update on the implementation of the Duty of Quality at the next Committee meeting in May, and at subsequent Committee meetings to ensure the Organisation's compliance with the new legislation	16/05/2023: This is on the agenda for May QSIC meeting and has been added to the 2023/24 workplan for consideration at subsequeny meetings. Action to be closed	16/05/2023		Complete
QSIC 15/02/2023/4.1.2	QSIC 2023/3	RBW	Duty of Candour Update	The Committee asked for a full review and an update on the implementation of the Duty of Candour at the next Committee meeting in May, and at subsequent Committee meetings to ensure the Organisation's compliance with the new legislation.	16/05/2023: This is on the agenda for May QSIC meeting and has been added to the 2023/24 workplan for consideration at subsequeny meetings. Action to be closed	16/05/2023		Complete