

**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
<b>OPEN ACTIONS FOR REVIEW - NONE</b>								
<b>OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE</b>								
QSIC 2023_02_15/4.3.1	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><b>18/07/2023: The PODCOM item for Workforce Planning is now scheduled for the October PODC meeting, this action will be discussed as part of the agenda item.</b></p> <p><b>16/05/2023:</b> 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
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><b>18/07/2023: Update on progress to date below. A request will be made to also consider as part of the Screening Service update planned for December 2023.</b> Discussion had with CSW and Quality Team on 7/7. Agreed actions to take forward to improve quality of CSW commissioned services. Avenues being explored/progressed include:</p> <ol style="list-style-type: none"> <li>1. Collating data to share trends with primary care clusters</li> <li>2. Progression to an electronic reporting form for sample takers</li> <li>3. Work to develop outcome measures/ KPIs taken from Cervical Screening programme standards</li> <li>4. Strengthen LTA's prior to 3 year annual renewal date</li> </ol> <p><b>16/05/2023:</b> Work ongoing but programme has not had quality lead recently. This role is being recruited to and this will be taken forward when successful candidate in place. Work planned on electronic referrals in future which will reduce risk of some incidents.</p> <p><b>15/02/2023:</b> 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	13.12.2023	On track
<b>ACTIONS RECOMMENDED TO BE CLOSED AT (18 JULY 2023) MEETING</b>								
QSIC 2023_05_18/5.1	QSIC 2023/21	LB	Committee Governance	The QSIC Committee Annual Report 2023/24, subject to the inclusion of Angela Cook and Angela Jones to the list of attendees;	<b>18/07/2023: The Annual Report was updated and presented to the Board at its May Board meeting.</b>			Complete
QSIC 2023_05_18/5.3	QSIC 2023/20	JT	Quality and Clinical Audit Annual Report 2022-23 and Plan 2023-24	Noting engagement with WHO CC, the Committee requested a systematic request for wider audit activity across the remaining directorates as part of the work with the Clinical Governance Framework. RBW expanded on this, highlighting continuous engagement with Directorates.	<b>18/07/2023: Audit is referenced in the clinical governance framework and currently part of the Quality and Clinical audit work of the Directorate. Suggest action closed on this basis</b>			Complete
QSUC 2023_05_18/4.3	QSIC 2023/19	FT	Putting Things right report (Q4)	The Committee welcomed a future case study on active learning and requested more specific timings against actions in future iterations	<b>18/072023: A case study will be presented as part of the Putting Things Right agenda item. Suggest action closed on this basis.</b>			Complete

QSIC Action Log

QSIC 2023_02_15/4.2	QSIC 2022/16	RBW/MK	Managing Risk	<p>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>	<p><b>18/07/2023: A presentation on the cross Committee connectivity was presented to the May Board. Suggest Action closed on this basis.</b></p> <p><b>16/05/2023:</b> 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><b>15/02/2023:</b> A meeting will be been 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	26.05.2023	Complete
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