

**Cover report to the Trust Board meeting to be held on 1 November 2018**

**Trust Board Paper H**

<b>Report Title:</b>	<b>Quality and Outcomes Committee – Committee Chair’s Report</b> (formal Minutes will be presented to the next Trust Board meeting)
<b>Author:</b>	Stephen Ward – Director of Corporate and Legal Affairs

<b>Reporting Committee:</b>	<b>Quality and Outcomes Committee</b>
<b>Chaired by:</b>	Col (Ret’d) Ian Crowe–Non-Executive Director
<b>Lead Executive Director(s):</b>	Andrew Furlong – Medical Director Carolyn Fox – Chief Nurse
<b>Date of meeting:</b>	25 October 2018

**Summary of key public matters considered by the Committee and any related decisions made:**

This report provides a summary of the key public issues considered at the Quality and Outcomes Committee on 25 October 2018:

- **Update on Fractured Neck of Femur Service** – the Clinical Director, Musculo-Skeletal and Specialist Surgery CMG attended the meeting and presented paper C updating QOC on the latest performance against the standard that at least 72% of patients with a fractured neck of femur receive surgery within 36 hours of admission. As a result of a revised approach spanning both the MSS and ITAPS CMGs (outlined at the meeting) performance had improved during August and September 2018 and this had continued in October 2018. QOC welcomed the revised approach which had led to the improved performance, noting that central to this was the decision to treat such patients as emergencies with the aim that they received surgery within 24 hours of admission. QOC undertook to receive a further update on progress at its December 2018 meeting, noting that there would be further information available by then on the results of a new approach trialed during October 2018 and on the need for any further investment in order to ensure that acceptable performance was sustained.
- **Radiation Safety – Glenfield Hospital** – the Head of Radiation Safety attended the meeting and presented paper D, advising the Committee that it had been identified that the Trust had failed to follow its own procedures for the safe disposal of radioactive material in Breast Theatres at Glenfield Hospital. Although no patient had been harmed and any associated risk to staff was assessed as minimal, nevertheless, the Trust had breached the conditions of the permit issued by the Environment Agency, to whom the incident had been reported. QOC noted that, as required, a final incident report would be submitted to the Environment Agency in early November 2018, and that a full report on the results of the Trust’s root cause analysis would be submitted to both the Executive Quality Board and QOC in November 2018. It should be noted that the Environmental Agency may take action against the Trust for this breach of radiation safety. QOC requested that the root cause analysis address and make recommendations on the measures to be taken to ensure that, in future (1) no individual member of staff was able to override a safety-related Standard Operating Procedure; and (2) the Radiation Safety service was sufficiently resourced to meet the needs of the Trust and, in particular, to enable audits of compliance with radiation safety procedures to be undertaken at regular intervals.
- **Nursing and Midwifery Quality and Safe Staffing Report (August 2018), including proposals for safe and effective care** – the report provided triangulated information relating to nursing and midwifery quality of care and safe staffing, and highlighted those wards triggering a ‘level 3’, ‘level 2’ and ‘level 1’ concern in the judgement of the Acting Chief Nurse and Corporate Nursing Team. The Deputy Chief Nurse explained the actions taken and planned to provide additional support and oversight in respect of those wards which had triggered a concern, as identified in the report. Paper E also reviewed the nurse staffing position at the Trust overall and the Chief Nurse advised that the current Registered Nurse vacancy rate had reached 17%. A ‘safe and effective nurse staffing action plan 2018/19’ was attached as appendix 4 to paper E and QOC was pleased to note that each CMG had a dedicated nurse recruitment lead at Matron level, with clear key performance indicators aligned to their role covering all forms of recruitment, but as importantly a focus on retaining nursing staff within and across their CMG and the Trust overall. The Chief Nurse gave her preliminary assessment of how the Trust might strengthen its approach to the recruitment and retention of nursing staff and members of the Committee offered their thoughts and ideas in response. QOC would continue to receive a safe nurse staffing report at each of its meetings.

- **Patient Safety Report** – the Senior Patient Safety Manager (on behalf of the Director of Safety and Risk) particularly focused on the Complaints and Patient Safety Annual Reports 2017/18, appended to paper F; an update on harms for Quarter 2 2018/19 up until 28 September 2018; the Secretary of State for Health and Social Care’s recent announcement about the development of a new national patient safety strategy; and, finally, the complaints and patient safety reports for September 2018. In response to comments made at the meeting, the Senior Patient Safety Manager undertook to consider how best to present the information set out in the Complaints and Patient Safety Annual Reports 2017/18 to make it as accessible as possible for the public.
- **Estates and Facilities Management Services – progress Update** – the Director of Estates and Facilities Management introduced paper G, briefing QOC on Estates and Facilities Management Services performance generally and, in addition, specifically in relation to cleaning, patient catering, portering services, estates services, car parking and retail catering. QOC noted that, working in collaboration with the Chief Nurse and her team, the Director of Estates and Facilities was undertaking a review of the Trust’s cleaning arrangements and that further information would be reported to both the Executive Quality Board and QOC in due course. In discussion, QOC emphasised the importance of ensuring that those staff working within the Estates and Facilities Management Services were appropriately supported and nurtured and noted the benefit of seeking the input of the Director of People and OD in this regard. QOC recalled that it was due to receive a report on the protected patient mealtimes initiative at its December 2018 meeting.
- **CQC Update** – the Director of Clinical Quality updated QOC on (1) the latest position in relation to the Maternity outlier alert for puerperal sepsis; (2) CQC’s Insight report; (3) the most recent CQC engagement meeting which had taken place on 13 September 2018; (4) recent correspondence exchanged with the Supervisory Bodies in relation to Deprivation of Liberty Safeguards; and (5) work to review the Trust’s Statement of Purpose in line with the CQC’s guidance on ‘What is a location?’. QOC also received and noted the latest update on the Trust’s clinical audit programme, appended to paper H, identifying the position as at the end of Quarter 1 2018/19. QOC welcomed the fact that the clinical audit programme overview dashboard (showing information by Trust and CMG), appended to paper H, was now the subject of regular and detailed review at the monthly Performance Review Meetings held with CMGs.
- **Organ Donation** – arising from consideration of the action notes of the Executive Quality Board meeting held on 4 September 2018 (paper J1), the Director of Clinical Quality undertook to explore the possibility of promoting organ donation at the forthcoming public engagement events on ‘Better Care Together – Next Steps’.
- **QOC Annual Workplan 2018-19**–noted.
- **Minutes for Information**–Executive Quality Board 4.9.18 and the actions from the meeting held on 2.10.18; and Executive Performance Board action notes of 25.9.18.

**Matters requiring public Trust Board consideration and/or approval:**

**Recommendations for approval: -**

1. none

**Items highlighted to the public Trust Board for information:**

1. Radiation Safety (Paper D)

**Matters referred to other Committees:**

1. QOC welcomed the information regarding improvements to staff car parking, but requests details of this work be submitted to the Finance and Investment Committee for appropriate scrutiny.

**Date of next meeting:**

29 November 2018