

**TABLE OF ACTIONS FROM  
QUALITY, SAFETY & EXPERIENCE COMMITTEE (QSEC) MEETING  
HELD ON 13 JUNE 2023**

MINUTE REF	ACTION	LEAD	TIMESCALE	PROGRESS
<b>QSEC(23) 27</b>	<b>QSEC Annual Review Of Terms Of Reference:</b> <ul style="list-style-type: none"> <li>To remove 'Professional Practice and Development' from the Assistant Director of Therapies within the Membership.</li> </ul>	<b>CSO</b>	<b>June 2022</b>	<b>Complete</b>
<b>QSEC(23) 28</b>	<b>Patient Story:</b> <ul style="list-style-type: none"> <li>To share the patient story from the Dermatology Service with the Senior Manager at the Waiting List Support Service and Communication Hub and Primary Care Service for learning and improvements in processes from the feedback.</li> </ul>	<b>DH/LOC</b>	<b>June 2023</b>	<b>Complete</b>
<b>QSEC(23) 29</b>	<b>Quality Assurance Report:</b> <ul style="list-style-type: none"> <li>To include the following updates within the Quality Assurance Report for the next Committee on 8<sup>th</sup> August 2023: <ul style="list-style-type: none"> <li>➤ The actions and anticipated timelines for an improving trajectory for pressure damage concerns.</li> <li>➤ Hand hygiene compliance update</li> </ul> </li> </ul>	<b>CS</b>	<b>August 2023</b>	<b>Complete: Agenda item 2.1</b>

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<b>QSEC (23)31</b>	<b>Public Health Wales And Operational Plan In Response To The Llwynhendy Tuberculosis Review:</b> <ul style="list-style-type: none"> <li>To review the action plan timetable at the TB Operational Group and share with the Committee at the next Committee in August 2023.</li> </ul>	<b>MH/PK</b>	<b>August 2023</b>	<b>Complete:</b> Item number 8.4 on the agenda
<b>QSEC (23)33</b>	<b>National Collaborative Commissioning Unit Quality Improvement Service Annual Position Statement 2022/23:</b> <ul style="list-style-type: none"> <li>To invite the National Collaborative Director Mr Shane Mills to a future meeting to discuss national reviews underway and what the outcomes will mean for local services.</li> </ul>	<b>CSO</b>	<b>June 2023</b>	Scheduled as part of the QSEC forward work programme for December 2023.
<b>QSEC (23)34</b>	<b>Epilepsy In Learning Disabilities Outcome Of Service Review:</b> <ul style="list-style-type: none"> <li>To share with QSEC the outcome of the service review report once complete.</li> </ul>	<b>AC/ME</b>	<b>August 2023</b>	<b>In progress:</b> Conversations are underway between the service and the lead reviewer. The report is progressing and the formal written report will be shared when complete.
<b>QSEC (23)35</b>	<b>Mental Health and Learning Disabilities Outcome Of Self Assessment For Adult Inpatient Discharge Arrangements:</b> <ul style="list-style-type: none"> <li>To discuss the risks raised within the SBAR with the Directorate's Assurance and Risk Partner to ensure inclusion on on the Datix Risk Register and to review the score if appropriate.</li> <li>To provide an update to QSEC on the action plan and also the triangulation of serious incidents data over the past two years to ascertain whether there has</li> </ul>	<b>RTP</b>	<b>August 2023</b>	An update will be shared ahead of the Quality, Safety and Experience Committee on 8 August 2023.

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	been an increase in incidents relating to discharge arrangements.		<b>October 2023</b>	
<b>QSEC(23) 36</b>	<b>Assessing And Prioritising Fragile Services:</b> <ul style="list-style-type: none"> <li>To liaise with the Director of Primary Care regarding the recently established risk matrix for fragility of General Practices to ensure a whole system approach for assessing fragile services.</li> <li>To establish a Task &amp; Finish Group to create a roadmap to resilience / a shared view of the way forward for fragile services utilising existing evidence and frameworks as described.</li> <li>To schedule a report on assessing and prioritising fragile services to the Ethics Committee</li> </ul>	<b>SD/SG</b>	<b>December 2023</b>	The update report will be scheduled as part of the QSEC forward work programme for December 2023.

CSO: Katie Lewis	DH: Debra Harry	LOC: Louise O'Connor	CS: Cathie Steele
MH: Meinir Harris	PK: Phil Kloer	AC: Andrew Carruthers	ME: Melanie Evans
RTP: Rebecca Temple Purcell	SD: Sharon Daniel	SG: Subhamay Ghosh	