

**TABLE OF ACTIONS FROM
QUALITY, SAFETY & EXPERIENCE COMMITTEE (QSEC) MEETING
HELD ON 12th April 2022**

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
QSEC (22) 27	<p>Cardiac Services Pathways Delays:</p> <ul style="list-style-type: none"> To provide an update on known harm to patients due to any delays in the pathway which is under review by the Cardiology Transformation Group to the Chair of QSEC. 	MR	8th June 2022	<p>Complete: There have been no reported incidents relating to patient-harm on the Non ST elevation Myocardial Infarction (NSTEMI)/ Acute Coronary Syndrome (ACS) Pathway this year to date.</p> <p>No formal or informal complaints relating to poor/compromised experience from patients on the NSTEMI/ACS pathway have been received this year to date.</p>
QSEC (22) 28	<p>QSEC Annual Report 2021/22:</p> <ul style="list-style-type: none"> To schedule a meeting with the Chair when Corporate Governance workforce capacity allows to discuss revising the reporting template of the annual report going forward. 	JW	8th June 2022	Complete
QSEC (22) 29	<p>Quality Governance Arrangements Review Update:</p> <ul style="list-style-type: none"> To schedule an update on the quality governance arrangements review at the QSEC meeting in August 2022. 	AC	8th June 2022	Scheduled as part of the QSEC Forward Work Programme 2022/23

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
	<ul style="list-style-type: none"> To share the outcome of the questionnaire assessment undertaken to evaluate capacity and resources for governance functions with the Executive Team. 	CS		A meeting has been arranged to share the outcome of the questionnaire assessment with the Executive Team.
QSEC (22) 30	Epilepsy and Neurology in Learning Disabilities Services: <ul style="list-style-type: none"> To issue correspondance to the families that have expressed concern regarding the epilepsy pathway in the Learning Disabilities service outlining developments within the service. To share the outcome of the externally commissioned independent review of the epilepsy pathway in the Learning Disabilities service with QSEC once available. 	LOC	8 th June 2022	Complete
		AC		The outcome of the review will be shared once available.
QSEC (22) 31	School Nurse Service: <ul style="list-style-type: none"> To provide a service update to to the Regional Children and Young People’s Working Group. To include the risks detailed within the SBAR on to Datix following the planned risk register review with the Director of Nursing, Quality and Patient Experience and the Director of Operations. 	BL	8 th June 2022	Complete.
		BL		The Head of Assurance & Risk has been supporting the service in order to ensure that the risks on Datix are appropriate.

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
QSEC (22) 32	Safeguarding Services Deep Dive Report: <ul style="list-style-type: none"> To check the timescales as part of the national discussions underway to improve the health needs notification process for looked after children out of county placements. To further discuss and formally note the increasing levels of activity within Safeguarding Services highlighting the risk to statutory compliance due to the ongoing impact of COVID-19. 	MND	8 th June 2022	The National Safeguarding Network are working in collaboration with health boards across Wales and the Notification Pathway has been updated, with Hywel Dda and Cwm Taf Morgannwg are piloting the updated health care needs form. A meeting to feedback is scheduled for July, with a number of modifications to the pathway due for Autumn 2022.
		MR/ MND		Complete: A discussion regarding team structure and capacity has taken place and work is being progressed to ensure capacity planning is managed within the existing available resource. Statutory compliance is monitored and if deterioration in performance is identified the resourcing of the service will be escalated to Executive Team for consideration.
QSEC (22) 33	The Nurse Staffing Wales Act Annual Report: <ul style="list-style-type: none"> To provide an update on the Health Visiting Service Staffing Programme and the progress in revising the staffing requirements to QSEC in August 2022. 	BL/MR	9 th August 2022	Scheduled as part of the QSEC Forward Work Programme.
QSEC (22) 36	Maternity Services Improvement Plan Following HIW Inspections across Wales: <ul style="list-style-type: none"> To provide an update position on an action plan that was developed within Maternity Services in response to a 	KG	8 th June 2022	Scheduled as part of the QSEC Forward Work Programme.

MINUTE REF	ACTION	LEAD	TIME SCALE	PROGRESS
	Health Board Community Health Council survey that was undertaken and revisit the schedule if required.			
QSEC (22) 38	Operational Quality Safety and Experience Committee Annual Report 2021/22: <ul style="list-style-type: none"> To monitor attendance at the Operational Quality, Safety and Experience Sub –Committee. 	KL/ SP	8th June 2022	Attendance at the Operational Quality, Safety and Experience Sub-Committee will be monitored.

MR: Mandy Rayani

AC- Andrew Carruthers

LOC- Louise O'Connor

JW- Joanne Wilson

BL- Bethan Lewis

KL- Katie Lewis

MND- Mandy Nichols Davies

SP- Sian Passey

CS- Cathie Steele