



## Quality and Safety Committee Work Programme 2018-19



	Lead	April	June	August	October	December	February
<b>Patient Story</b>			<b>Single ton</b>				
<b>Standard Items</b>							
Minutes of the Previous Meeting	Director of Corporate Governance						
Action Log	Director of Corporate Governance						
Work Programme	Director of Corporate Governance						
<b>3. Quality</b>							
Annual Quality Statement	Director of Nursing and Patient Experience						
Ward to Board Dashboard & Quality Assurance Framework	Director of Nursing and Patient Experience			Verbal update			
<b>4. Benchmarking, Learning and Quality Improvement</b>							
Nurse Staffing Act (Wales) 2016 Report	Director of Nursing and Patient Experience						
Staff Survey Results	Director Workforce and OD						
Infection Control Report	Director of Nursing and Patient Experience						
Staying Healthy	Director of Public Health						
Safeguarding Report	Director of Nursing and Patient Experience						
Blood Glucometry Report	Director of Nursing and Patient Experience						
Healthcare Quality Division Feedback Report Report	Director of Nursing and Patient Experience						

Delivery Unit Update Report	Director of Nursing and Patient Experience						
<b>5. Clinical and Service Quality Compliance and Performance</b>							
Pharmacy and Medicines Management	Clinical Director for Medicines Management						
Quality and Safety Dashboard	Director of Nursing and Patient Experience						
Patient Recorded Outcome Measures	Medical Director						
Child and Adolescent Mental Health Services	Director of Strategy						
Patient Experience (to include complaints and concerns)	Director of Nursing and Patient Experience						
<b>6. Governance and Risk Management</b>							
Terms of Reference	Director of Corporate Governance						
Committee Annual Report	Director of Corporate Governance						
Committee Self-Assessment	Director of Corporate Governance						
Unit Exception Report			Singlet on	NPT	POW		
Board Assurance Framework/Corporate Risk Register	Director of Corporate Governance				Verbal		
Report from Quality and Safety Forum	Director of Therapies and Health Science						
Health and Care Standards Update	Director of Nursing and Patient Experience						
Internal Audit Update	Head of Internal Audit						
Clinical Outcomes Group Update	Medical Director			Clinical Audit Annual Report			
External Audit Reports	Director of Nursing and Patient						

	Experience						
Ombudsman's Annual Report	Director of Nursing and Patient Experience						
Welsh Risk Pool Annual Report	Director of Nursing and Patient Experience						
EMRTS Clinical Governance	Medical Director						
External Inspections	Director of Nursing and Patient Experience						

### **In- Committee**

	Lead	April	June	August	October	December	February
<b>Standard Items</b>							
Minutes of the Previous Meeting	Director of Corporate Governance						
Action Log	Director of Corporate Governance						
Work Programme	Director of Corporate Governance						
<b>11. Exception Reports</b>							
Safeguarding	Director of Nursing and Patient Experience						
Patient Experience	Director of Nursing and Patient Experience						
Infection Control	Director of Nursing and Patient Experience						
Serious Incidents and Never Events	Director of Nursing and Patient Experience						

### **Pending Reports**

**August 2018** – TAVI Report (Hamish Laing), TB (Sandra Husbands), Emergency Department Crowding (Andy Macnab)

**October 2018** – TAVI Report (Med. Lead), Tawel Fan Report (Gareth Howells), CD Accountable Officer Annual Report (Judith Vincent), Verbal update Risk Assurance Process (In-Committee) – (GH,PW), Complaints Performance (GH), Flu Debrief (GH), Infected Blood Report (CM)

**December 2018** - MH & LD Performance Measures (GH),