



Quality and Safety Committee Work Programme 2018-19



	Lead	April	June	August	October	December	February
1. Patient Story	Service Directors						
2. Preliminary Matters							
Minutes of the Previous Meeting	Director of Corporate Governance						
Action Log	Director of Corporate Governance						
Work Programme	Director of Corporate Governance						
3. Quality							
Annual Quality Statement	Director of Nursing and Patient Experience						
4. Benchmarking, Learning and Quality Improvement							
Infection Control Report	Director of Nursing and Patient Experience						
Safeguarding Report	Director of Nursing and Patient Experience						
Healthcare Quality Division Feedback Report	Director of Nursing and Patient Experience						

5. Clinical and Service Quality Compliance and Performance							
Quality and Safety Performance Report	Director of Nursing and Patient Experience						
Patient Experience (to include complaints and concerns)	Director of Nursing and Patient Experience						
Primary Care Dashboard	Medical Director, Primary Care						
6. Governance and Risk Management							
Terms of Reference	Director of Corporate Governance						
Committee Annual Report	Director of Corporate Governance						
Committee Self-Assessment	Director of Corporate Governance						
Unit Exception Report							
Board Assurance Framework/Corporate Risk Register	Director of Corporate Governance						
Report from Quality and Safety Forum	Director of Nursing and Patient Experience						
Internal Audit Update	Head of Internal Audit						
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						



Quality and Safety Committee In-Committee Work Programme 2019-20

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1. Preliminary Matters							
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Action Log	Director of Corporate Governance						
Work Programme	Director of Corporate Governance						
2. Exception Reports							
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						
Sensitive Issues	Executive Directors						