



Quality and Safety Committee Action Log

Open Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
1.	31/21	23.02.2021	Systematic Anti-Cancer Therapy (SACT) Systematic Anti-Cancer Therapy (SACT) business case update to include an update on the additional 10 chemotherapy chairs at the day unit.	Service Group Director, Neath Port Talbot and Singleton	March 2022	A business case is being worked through by the Service Director for NPT Hospital and Singleton Hospital as part of Systematic Anti-Cancer Therapy (SACT) capacity, which links to the current unit (Singleton Hospital) or options around utilising NPT Hospital. Update included in the NPTSSG highlight report – on agenda.
2.	138/21, 127/21, 206/21, 245/21 05/22	27.07.2021 28.09.2021 26.10.2021 25/01/2022	Older People's Charter Older People's Charter to be revised along with the principles.	Director of Nursing and Patient Experience	April 2022	On the work programme

3.	252/21	26.10.2021	Welsh Health Circular quality and safety framework Update report on the Welsh Health Circular quality and safety framework be received at April's meeting.	Director of Nursing and Patient Experience	April 2022	SBUHB is undertaking a wide reaching review of quality and safety to ensure processes are in place to accurately report Ward to board assurance on its business and allow easy access and early warnings when things are going wrong but also to celebrate success and the learning from both and how we share as an organisation. These processes take time in an organisation of this size and complexity to complete. A report to be received at the end of Q4.
4.	08/22	20.01.2022	Allocation of funds to support long waiters A report on the allocation of funds to support long waiters be taken to February's Quality and Safety Committee.	Deputy Chief Operating Officer	April 2022	On the work programme
5.	10/22	20.01.2022	CHC GP Access report – progress of actions and recommendations Progress report on GP access following review by CHC be received at a future Quality and Safety Committee,	Service Group Director, Primary, Community and Therapies	April 2022	To be included in service group highlight report in April 2022.

			and the Medical Director and Service Director for PCTS attend to present the report.			
6.	32/22	22.02.2022	External Review of Children's Community Nursing Team Progress report be received in April 2022	Service Group Director, Neath Port Talbot and Singleton	April 2022	On the work programme
7.	33/22	22.02.2022	Clinically Optimised Patients An update be received in June 2022 from all service groups as to the work to reduce the number of clinically optimised patients.	Chief Operating Officer	June 2022	On the work programme



Closed Actions

Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
8.	28/22	22.02.2022	Action Log Section on 'actions included within reports' to be reviewed.	Head of Corporate Governance	February 2022	Completed. All actions related to the standing infection control report and are included in each iteration as rolling actions. An update on progress is reported at each meeting. This section has therefore been removed from the action log.
9.	30/22	22.02.2022	Infection Control Update be provided at the next meeting around the business case for vaccinations and immunisations.	Director of Public Health	March 2022	Verbal update included on the agenda under matters arising.
10.	31/22	22.02.2022	Performance Report Update be provided at the next meeting as to progress with the community pressure ulcer review	Director of Nursing and Patient Experience	March 2022	On the agenda
11.	09/22	20.01.2022	Patient Experience Report Themes and lessons learned from general complaints to be included in	Director of Corporate Governance	March 2022	To be included on March's agenda in the next iteration

			the next iteration of the patient experience report.			of the patient experience report. On agenda.
12.	281/21 05/22	23.11.2021 20.01.2022	Quality and Safety Governance Report Update in the position of the recruitment process surrounding the Doctor for Safeguarding be detailed in the next iteration of the QSGG report.	Assistant Director of Nursing and Patient Experience	March 2022	On agenda