



Quality and Safety **Urgent** Action Log

Open Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
1.	-	-	Nil return	-	-	-



Quality and Safety **Pending** Action Log

Open Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
2.	87/20, 143/20	24.03.2020	Discussion to take place to ascertain how to include the internal inspections within the performance figures.	CWilliams/ ND	October 2020	ND & MW have held a discussion and ND will report to the December 2020 Q&S Committee an example Status Report on internal inspections. The Status Report will cover a 12-month period and include Actions, Improvements, recommendations, and their status.
3.	12/20	28.01.2020	Report and action plan in respect of the facilities at Morrison Hospital's Accident and Emergency Department be brought to February's committee.	Craigie Wilson/ Deb Lewis/ Nigel Downes	October 2020	ND has met with the Head of Nursing and Senior Matron and visited the Morrison ED. ND can confirm that on each shift there is an Emergency Department Assistant (EDA) allocated in respect of facilities/waiting

						area at Morriston Hospital ED. The EDA is responsible for ensuring that patients receive adequate nutrition/hydration. Bottled Water and/or food is provided to patients where needed.
4.	121/19	22.08.2019	Update be provided on the improved use of ward to board dashboard following feedback from staff.	CWilliams	Dec 2020	On work programme
5.	42/20	25.02.2020	Quality and Safety Workshop 2020 to be arranged and the Quality and Safety Bill and duty of candour is incorporated into the workshop.	CWilliams	September 2020	Delayed in light of COVID-19 activity.



Closed Actions						
Action No.	Minute Ref.	Date	Agreed Action	Lead	Timescale	Status
6.	175/19	12.12.2019	Update be provided in respect of Substance Misuse Report	KR	October 2020	Completed
7.	176/20	25.08.2020	An in-depth update on domestic recruitment, including the field hospitals from a human resources perspective be brought to the committee.	CWhite/ JJ	October 2020	Completed
8.	203/20	22.09.2020	Mental health delivery unit attend October's Quality and Safety Committee and provide an update for assurance on Serious Incident Closures.	CWhite/DR	November 2020	Completed. The backlog has been caused by the demand for Serious Investigations outstripping the resources in the Quality & Safety Team in MH&LD. This is mainly driven by a change in the reporting criteria required by Welsh Government, which means that all deaths have to be investigated. The team have calculated that they require an additional 2 band

						6 posts to meet the extra demand. Dai Roberts met with Darren Griffiths and agreed a way forward to identify funding for these two posts. These posts are now in the recruitment process and once filled the backlog will begin to reduce.
9.	229/20	27.10.2020	The use of zero hour contracts be referred to the Workforce and Organisational Development Committee.	MW	October 2020	Completed
10.	228/20	27.10.2020	Martyn Waygood to discuss the risk register with Hazel Lloyd.	HL	November 2020	Completed
11.	17/20	28.01.2020	Deep Dive: Never Event position and the requirement to review and manage overarching improvement plan at corporate level to be brought to committee.	HL	November 2020	Completed. On agenda
12.	203/20	22.09.2020	An update report on 'phone first', 111 and Consultant Connect for non-urgent patients to be brought to November's committee.	C White	November 2020	Completed. On agenda
13.	87/20	12.12.2019	Feedback from patients within a prison setting to be included within the patient experience report.	HL	November 2020	Completed. On agenda - To be included in November's Patient Experience Report

14.	152/20	28.07.2020	Primary and Community Care complaints to be included in the patient experience report going forward.	HL	November 2020	Completed. On agenda - To be included in November's Patient Experience Report
15.	230/20	27.10.2020	Communication details and improvements be included in next month's QSGG report following the increase of stillbirths.	ND	November 2020	Completed. On agenda - To be included in November's QSGG report