

Unscheduled Primary Care (Phase 2)

ABMU HB PC&CS

| | | Project Start Date | 01/10/18 | Display Week | 8 | Week 8 | | | | | | | Week 9 | | | | | Week 10 | | | | | Week 11 | | | | | Week 12 | | | | | Week 13 | | | | | Week 14 | | | | | Week 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---------------------------------|------------|--------------|------|--------|-----------|---|---|---|-------------|---|--------|---|---|------------|---|---------|---|---|-------------|---|---------|---|---|-------------|---|---------|---|---|-------------|---|---------|---|---|-------------|---|---------|---|---|------------|---|---------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Project Lead | Kevin Duff | 19 Nov 2018 | | | | | | | 26 Nov 2018 | | | | | 3 Dec 2018 | | | | | 10 Dec 2018 | | | | | 17 Dec 2018 | | | | | 24 Dec 2018 | | | | | 31 Dec 2018 | | | | | 7 Jan 2019 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| WBS | TASK | PREDECES SOR | START | END | DAYS | % DONE | WORK DAYS | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S | M | T | W | T | F | S | S |
| 1 Paramedic Resource Deployment | | | | | | | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.1 | Deploy paramedic resource x 2 between 20:00 and 08:00 7 days a week | Kevin Duff (KD) | 01/10/18 | 05/11/18 | 36 | 100% | 26 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.2 | Conduct 1st PDSA cycle on paramedic resources | KD/Steve Bassett (SB) | 03/12/18 | 07/01/19 | 36 | 100% | 26 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.3 | Change vehicles to rental cars to reduce inefficiency identified in PDSA | KD | 21/01/19 | 24/01/19 | 4 | 100% | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.4 | Change paramedic medical kit to reflect scope of duties in role | KD | 21/01/19 | 28/01/19 | 8 | 100% | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.5 | Adjust rotas to reflect PDSA outcomes | KD/Lori Cornelius-Evans (LCE) | 04/02/19 | 08/02/19 | 5 | 100% | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.6 | Agree new SOP for service that reflects PDSA | KD/WAST | 11/03/19 | 19/04/19 | 40 | 100% | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 HCSW Resource | | | | | | | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 | Identify and recruit HCSW Resource Pool from Community Nursing (potential 21 candidates) | KD/Community Nursing | 04/02/19 | 22/02/19 | 19 | 100% | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.2 | Train 1st tranche (14) on Physiological Observation | KD/Cardiff & Vale Trainer | 25/02/19 | 15/03/19 | 19 | 100% | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.3 | Provide in house supplementary training and sign off competency | Nurse Facilitator | 25/03/19 | 31/10/19 | 37 | 29% | 159 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.4 | Recruit additional 7 HCSW | KD/Community Nursing | 15/09/19 | 30/09/19 | 6 | 0% | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.5 | Provide in house supplementary training and sign off competency for 2nd resource cohort | SB | 30/09/19 | 31/10/19 | 17 | 0% | 24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.6 | Document scope of practice for the HCSW role | KD/SB/Emily Davies (ED) | 01/04/19 | 15/07/19 | 19 | 60% | 76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.7 | Define governance and supervision arrangements for recruits | KD/SB | 30/09/19 | 31/10/19 | 19 | 60% | 24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.8 | Develop shift rotas and phase introduction of HCSW resource | KD/LCE | 01/11/19 | 15/12/19 | 40 | 0% | 31 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.9 | Deliver ECG training to HCSWs | SB | 15/11/19 | 15/12/19 | 40 | 0% | 21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.10 | Deliver Aadastra training to HCSWs | SB | 15/11/19 | 15/12/19 | 40 | 0% | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 Nurse Facilitator (Shared Resource - Sustainability) | | | | | | | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 | Produce Job Description | ED/KD | 25/03/19 | 12/04/19 | 19 | 100% | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.2 | Agree division of shared resource time and type of contract | Jason Crowl/ Anjula Mehta/KD/ED | 15/04/19 | 19/04/19 | 5 | 100% | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3 | Agree scope of practice for role | KD/SB/ED | 15/04/19 | 19/04/19 | 5 | 100% | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.4 | Agree governance process for supervision of role | KD/SB/ED | 22/04/19 | 24/04/19 | 3 | 100% | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.5 | Submit Job Description to vacancy control panel for authorisation | KD/ED | 07/06/19 | 30/06/19 | 1 | 0% | 16 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.6 | Advertise role | KD/ED | 01/07/19 | 15/07/19 | 12 | 0% | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.7 | Interview and appoint | KD/ED | 01/08/19 | 31/08/19 | 5 | 0% | 22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.8 | Nurse Facilitator starts | KD/ED | 01/09/19 | 30/09/19 | 1 | 0% | 21 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 Clinical Management Structure | | | | | | | - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 | Draft Clinical Management Structure and Roles for UPC | SB | 07/01/19 | 11/01/19 | 5 | 100% | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

