

## BOARD OF DIRECTORS MEETING (Open)

Date: 13 December 2017

Item Ref: 15a)ii

<b>TITLE OF PAPER</b>	Quality Assurance Committee Summary Report to the Board of Directors in respect of Significant Issues
<b>TO BE PRESENTED BY</b>	Mr Mervyn Thomas, Chair, Quality Assurance Committee Non-Executive Director
<b>ACTION REQUIRED</b>	For assurance
<b>OUTCOME</b>	To report items of significance discussed at Quality Assurance Committee on 27 November 2017
<b>TIMETABLE FOR DECISION</b>	To be discussed at December's Board of Directors meeting.
<b>LINKS TO OTHER KEY REPORTS / DECISIONS</b>	Minutes of the Committee
<b>LINKS TO OTHER RELEVANT FRAMEWORKS BAF, RISK, OUTCOMES</b>	Trust Board Assurance Framework – A401ii – Trust Governance Systems are not sufficiently embedded NHS Audit Framework
<b>IMPLICATIONS FOR SERVICE DELIVERY AND FINANCIAL IMPACT</b>	Timely Reporting to the Board of Directors
<b>CONSIDERATION OF LEGAL ISSUES</b>	None identified.

<b>Author of Report</b>	Mervyn Thomas
<b>Designation</b>	Chair, Quality Assurance Committee (Non-Executive Director)
<b>Date of Report</b>	December 2017



**Sheffield Health  
and Social Care**  
NHS Foundation Trust

## SUMMARY REPORT

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**Report to:** Board of Directors

**Date:** 13 December 2017

**Subject:** Quality Assurance Committee  
Summary Report to the Board of Directors in respect of Significant Issues

**Presented by:** Mervyn Thomas, Chair, Quality Assurance Committee

**Author:** Mike Hunter, Medical Director

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### 1. Purpose

To report to the Board of Directors, items of significance discussed at the Quality Assurance Committee meeting held on 27 November 2017.

### 2. Summary

Board members will receive the minutes of the Quality Assurance Committee held on 27 November 2017 in February. However, the meeting is reviewed and the Committee agreed by means of this report to notify the Board of Directors of the following significant issues.

#### **Service User Safety Group**

The Committee received a quarterly assurance report from the Service User Safety Group which provided feedback from the Safer Care Event held in October, together with an update on the future plans regarding safety huddles and assurance on the implementation of the Trust's Safety Plan. Safety huddles are initially being established in four areas of the Trust (Maple Ward, Forest Close, Burbage Ward and Woodland View), will focus on areas such as restrictive practice, assaults and falls. The nominated Patient Safety Champions in each area will lead and support this work.

#### **CQC Clover Group Inspection Report and Action Plan**

The Committee received feedback following the recent CQC inspection that took place at the Clover Group on 25 September 2017. Assurance was provided in respect of all five CQC domains rated as 'good' and 'good' overall. Two actions were ongoing relating to allocating tasks and guidelines for staff and monitoring the access and capacity of the soon to be installed telephony system.

### **Clinical Effectiveness Group**

The quarterly assurance report from the Clinical Effectiveness Group was received by the Committee. The Committee was very satisfied with the level of assurance this provided on the work of the Group. A request to bring further information about the impact Microsystems is having across the Trust was made, to coincide with the next quarterly update.

### **Quality Improvement & Assurance Strategy**

The Committee received an updated position on the implementation of the Quality Improvement and Assurance Strategy, together with the priorities for the coming 12 months. The Committee discussed the need to refresh the strategy, as it was now 18 months old. A revised strategy and priority areas will be brought back to the Committee around April 2018.

### **MCA Steering Group Report**

The Committee received the quarterly report and were assured that significant progress is being made following the Internal Audit in this area. All actions, with the exception of two have been completed. The two outstanding actions related to a DoLs audit, which is underway and a process for monitoring DoLs. Internal Audit is expected to conduct a follow-up review, which will be brought to a future meeting.

## **3. Actions**

For the Board of Directors to note the issues raised and receive assurance that the Quality Assurance Committee has taken appropriate action.

## **4. Contact Details**

Mervyn Thomas, Chair of Quality Assurance Committee.