

Subject:	Patient Safety & Clinical Quality (PSCQ) Committee Chair's Report
Presented by:	Sue Hayter, Governing Body Registered Nurse Member
Submitted to:	NHS West Norfolk CCG Governing Body, 31st May 2018
Purpose of Paper:	For noting

Executive Summary:

The following areas were discussed at the meeting held on Wednesday 18th April 2018, the new format of the Patient Safety and Clinical Quality Committee commenced this month

1. Review of terms of Reference

The committee agreed that the current terms of reference is relevant to the new format, the membership is unchanged and the format is still to ensure that clinical quality and patient experience in commissioned / contracted services is not compromised.

2. Review of Serious Incidents and QIRs

The committee agreed to review Sis and QIRs on all providers every 2 months, with a six monthly overview to identify any themes or trends.

3. Safeguarding Children quarterly update – Catherine Knox

- CK gave an update on an action log item on SystemOne and the share override. GPs are able to set SystemOne to be open to share safeguarding information, in those practices where it is not open MASH have the ability to override the system to enable information to be appropriately shared. From the 23rd April this option is closing nationally.
- A revised version of the Memorandum of Understanding (MoU) to be sent to S-J W, the understanding is a tool to strengthen multi-agency working and sharing of information, including the role of the Designated Nurse for Safeguarding working on behalf of the Norfolk CCGs. The agreed MoU to be shared with providers.
- The national updated "Working Together", publication delayed until July 2018, following the large number of responses to the consultation.
- QEHKL, have an action plan in place for staff Safeguarding training compliance.
- 2 Serious Case Reviews being commissioned for West Norfolk. Published case reviews to be shared with GPs at roadshows.
- Multiagency training by NSCB in June 2018 on children with serious / complex health conditions.
- The Safeguarding Children team have been giving training to social workers in such areas as child development and non-accidental injury.

4. System wide review of Workforce – Andy Hudson.

Themes identified (NCH&C data for West Norfolk is not in the public domain):

- **Sickness** – NSFT have the lowest annualised absence rate of all the local provider at 4.18% against a plan of 6.63%, QEHL is at 5.12% against a plan of 3.5%
- **Turnover** - there are significant variances, QEHL is at 11.55% against a plan of 10%.
- **Appraisal** – QEHL have current performance of 84.06 but NSFT continue to demonstrate high performance of 97.4% of non-medical and 100% of medical staff.
- **Mandatory training** – QEHL report an average of 83.4% of mandatory training compliance, NSFT show a higher compliance of 92.2%.

5. Best Practice Forum update – Jane Coston

The last meeting was in April 2018, the following areas were discussed:

- Membership update.
- On-going training managed by Alison Lowe, with Sally Hall (Docking) as the GP lead.
- Travel Health – most were offering free NHS vaccines, though there had been some supply issues.
- Information was shared on NICE updates
- Ideas for the forthcoming 70th Anniversary of the NHS.
- Discussion by the group on the provision of the minor injuries enhanced service.

The PSCQ committee raised the idea of having a Non-medical prescribers forum in West Suffolk.

6. Prescribing and medicines optimisation update – Sara-Jane Ward

The report covers the following areas:

- **Prescribing of antibiotics**, the prescribing team will continue to work with practices and the CCG to ensure appropriated prescribing of antibiotics and compliance with agreed primary care formulary. The full formulary and quick guide have been updated and will be available on Knowledge Anglia.
- **Controlled drugs**, to ensure controlled drugs are managed safely and that patients are protected from harm, the CCG has a named person (Controlled Drugs Accountable Officer), who is responsible for ensuring the safe management of controlled drugs and liaising with NHS England' Accountable Officer. Review of Safe Custody regulations are being reviewed by the CQC, new guidance is expected later in 2018, dependent on parliamentary process. The CCGs proposed Prescribing Quality Incentive scheme for 2018-19 contains an audit on prescribing of opioids.
- **Incidents**, from July 2017 NHS Improvement have been responsible for the publishing of monthly data by reporting organisations on the numbers of patient safety incidents reported to NRLS in the last 12 months. The World Health Organisation has launched its third global patient safety challenge – Medication Without Harm.

7. Date of the next meeting 2pm Wednesday 16th May 2018

KEY RISKS
Clinical: The Committee reviews mitigation with clinical quality risks as part of provider performance discussions
Finance and Performance: The Committee's role is to review the effectiveness of mitigation strategies for all clinical quality performance risks.
Impact Assessment (environmental and equalities): N/a
Reputation: The Committee reviews the impact of risks on CCG's reputation as part of its role.
Legal: The Committee reviews the CCG's ability to meet statutory obligations in relation to patient safety and clinical quality

Patient focus (if appropriate): The Committee reviews mitigation with clinical quality risks as part of provider performance discussions

Reference to relevant Governing Body Assurance Framework (GBAF): All quality risks on GBAF

RECOMMENDATION:

The Governing Body is asked to note the Chair's Report.