

**RAG Rating/Status**

At risk	Red - Action date passed or revised date needed
On track	Yellow - Action on target to be completed by agreed/revised date
Complete	Green- Action complete
No longer needed	Blue - Action to be removed and/or replaced by new action

QUALITY, SAFETY AND IMPROVEMENT COMMITTEE								
Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
<b>OPEN ACTIONS FOR REVIEW</b>								
QSIC 2023_07_18/5.4	QSIC 2023/24	IB	Managing Risk: Corporate and Strategic Risk Register	SR1- Committee members reflected on the challenge to measure the Organisations impact in this area as a system wide approach was required. The Committee sought clarification on the actions that were within the role of Public Health Wales for this risk, noting the system wide, outward facing nature of the risk. The Committee requested Iain Bell provide a response to the Committee around this.	<b>05/10/23- An update will be provided at the meeting as part of the discussion on risk.</b>			At Risk
QSIC 2023_07_18/5.4	QSIC 2023/25	MK	Managing Risk: Corporate and Strategic Risk Register	SR5-The Committee noted the focus on actions around genomics, and gave consideration to whether there should be a strategic risk around climate change or do we want to strengthen the narrative within the risk register.	<b>05/10/23- An update will be provided at the meeting as part of the discussion on risk.</b>			At Risk
<b>OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE</b>								
QSIC 2023_02_15/4.3.1	QSIC 2023/4	LB	Managing Risk: Corporate and Strategic Risk Register	The Committee noted progress on discussions with Betsi Cadwaladr Health Board regarding medical training posts. Discussion continued around the possibility of collaboration with Liverpool University Medical School, it was noted that discussions had taken place previously around similar capacity challenges, and noted it may result in a loss of focus towards retaining staff in Wales. The Chair asked that this issue be cross referred to the People and Organisational Development Committee when they considered workforce planning and clinical governance issues;	<b>04/10/2023: PODCOM has been moved to November 2023. This item remains on the agenda for this meeting.</b> 18/07/2023: The PODCOM item for Worforce Planning is now scheduled for the October PODC meeting, this action will be discussed as part of the agenda item. <b>16/05/2023:</b> This has been referred to PODC to consider in July (19.07.23). A further update will be provided at the October QSIC meeting.	12/10/2023	08/11/2023	On track
QSIC 2022_12_14/4.1	QSIC 2022/14	RBW/MK	Putting Things right report (q2)	FT expanded on a planned piece of work to improve Cervical Screening Incidents, particularly in areas where services were not provided by Public Health Wales. This would include engagement with Health Boards to identify issues and a review of current processes, practices and training for quality improvement. JW suggested a review of the extent of commissioning/specification and requirements for quality assurance and relevant revision at a future meeting.	<b>18/07/2023: Update on progress to date below. A request will be made to also consider as part of the Screening Service update planned for December 2023.</b> Discussion had with CSW and Quality Team on 7/7. Agreed actions to take forward to improve quality of CSW commissioned services. Avenues being explored/progressed include: 1. Collating data to share trends with primary care clusters 2. Progression to an electronic reporting form for sample takers 3. Work to develop outcome measures/ KPIs taken from Cervical Screening programme standards 4. Strengthen LTA's prior to 3 year annual renewal date <b>16/05/2023:</b> Work ongoing but programme has not had quality lead recently. This role is being recruited to and this will be taken forward when successful candidate in place. Work planned on electronic referrals in future which will reduce risk of some incidents. <b>15/02/2023:</b> Work is underway to review the arrangements CSW has with commissioned services. This includes a review of contractual agreements between CSW and health boards considering Long Term Agreements (LTA's)	16/05/2023	13/12/2023	On track

QSIC 2023_07_18/5.8	QSIC 2023/27	CO	Health and Safety Update: Annual Report 2022/23 and Q1 report 2023/24	Committee members referenced Table 3 (Health and Safety Reported Incidents by Category 2022/23) and commented that it would be useful to have a sense of the problem and impact, and whether there was a mechanism to indicate serious issues and improvements. CO agreed to provide a case study to the Committee at its December meeting which would demonstrate the reporting system benefits to addressing incidents at a system level.	<b>04/10/2023: This has been added to the draft agenda for 13 December 2023 QSIC meeting.</b>	<b>13/12/2023</b>		<b>On track</b>
<b>ACTIONS RECOMMENDED TO BE CLOSED AT (12 OCTOBER 2023) MEETING</b>								
QSIC 2023_07_18/5.6	QSIC 2023/22	MK	Update on Medical Devices Management	MK agreed to provide a verbal update on the progress to review the Medical Devices Management Policy, and recruitment of a Clinical Governance Manager at the next meeting of the Committee	<b>04/10/2023: AJ will provide an update as part of matters arising at the 12 October QSIC meeting. Propose action is closed on this basis.</b>			Complete
QSIC 2023_07_18/5.7	QSIC 2023/23	MK	Winter Planning Update (Health Protection)	MK agreed to circulate a written update as part of a wider briefing to the Board and to provide a written report on seasonal planning at the next meeting of the Committee.	<b>04/10/2023: A written report has been included as part of the meeting papers for the 12 October meeting. A brief was also circulated to the Board following the July meeting. Propose action closed on this basis.</b>			Complete