**Summary of Actions from Board meeting Wednesday, 25 September 2013**

|  |  |  |
| --- | --- | --- |
| **Relevant Item** | **Action** | **Responsibility** |
| BOD 117/13 (c) | **Dignity in Care event**  Discuss proposal for whole system event on Dignity in Care with the Director of Quality and Innovation at the Oxfordshire Clinical Commissioning Group. | RA |
| BOD 117/13 (d) | **Care Programme Approach (CPA)**  For future Quality & Safety reports, include assurance that the system to record CPA results is operating effectively and meaningfully and that CPA being achieved to meet targets for patients. | RA |
| BOD 118/13 (c) | **Berwick recommendations – Board agendas and Seminar programme**  Board agendas and, in particular, the Board Seminar programme to use Berwick categories or headings as a framework. | SB/JCH |
| BOD 118/13 (e) | **Staff Development Strategy**  Update Board on progress on the Staff Development Strategy in 2-3 months, potentially through a Board seminar. | YT |
| BOD 119/13 (c) | **National rankings for NHS Trust participating in CQC Community Mental Health Service User Survey 2012**  Investigate and circulate any available figures on national rankings for NHS Trusts participating in the survey. | RA |
| BOD 119/13 (f) | **Friends and Family Test – Net Promoter Scores**  Confirm why Minor Injury Units’ Net Promoter Scores had decreased from 80 in May 2013 to 49 in June and July 2013. | RA |
| BOD 119/13 (i) | **Complaints in the category of insufficient care in the community**  Circulate detail on the individual complaints within this category out-of-session. | RA |
| BOD 119/13 (m) | **Patient experience driving change**  Future reporting to include examples of system change in response to patient experience feedback. | RA |
| BOD 119/13 (n) | **Patient Experience Strategy**  Update the strategy to clarify the general framework and parameters the strategy operated within, potentially within the section on the implementation of the strategy. | RA |
| BOD 120/13 (a) | **Monitor year-end *CDiff* target**  Confirm with Monitor whether a failure to meet target is to be reported if the year-end target has not yet been reached. | MME |
| BOD 120/13 (c) | **CQUIN target relating to the NHS Safety Thermometer**  Discuss with NHS Foundation Trust Network the issue of treating patients with pressure ulcers which had not been caused whilst in Trust care and this activity counting against CQUIN targets. Penalties should not be applied for providing treatment. | MH/SB |
| BOD 121/13 (c) | **TUPE transfer to private provider**  Raise issue with commissioners of staff and Trust experience of TUPE transfer to private provider. | YT/MME |
| BOD 122/13 (b) | **Shared senior manager on-call function between Trust and OUH**  Put in place formal legal indemnity to underpin arrangements. | SB/YT |
| BOD 122/13 (c) | **DTOCs – audit of Oxfordshire Discharge pathway**  Report to next meeting outcome of audit and actions proposed. | YT |
| BOD 124/13 (b) | **Excellence awards for staff**  Consider excellence awards for staff across the local health economy through the Oxford Academic Health Science Centre. | SB |
| BOD 126/13 (a)-(b) | **Board seminar on safeguarding training**  A future Board Seminar to include an update on safeguarding training from the Safeguarding Team. Discussion to cover work taking place to promote information sharing between agencies, early-warning systems or pro-active identification of potentially high risk care settings. | RA/JCH |
| BOD 129/13 (d) | **Board seminar on Leagues of Friends**  A future Board Seminar to discuss Leagues of Friends and their fundraising activities, access to charitable funds, common themes to unite various Leagues and their potential to grow the membership of the Trust. | MH/JCH |