

Agenda item 1iv

**Board of Directors - Part I  
Action Checklist  
Following: 2 August 2018 Meeting  
Reporting to: 6 September 2018 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
172	02 Aug 18	4.i	<b>Q&amp;R Committee Chair's Report</b> JW to write to CQC Chair to set out concerns with implementation of NEWS2. Paper and supporting evidence to be provided to JW	JR	Information and evidence provided for review.	Sept 18
171	02 Aug 18	2.b	<b>PIPR</b> Change in reporting in pressure ulcers from July will increase figures reported. This would be included in the PIPR spotlight in September.	JR	Included in PIPR spotlight for September meeting.	Closed
170	02 Aug 18	2a.i	<b>Performance Committee</b> NED attendance JW advised that he should be contacted to attend in future if this occurs.	Trust Secretary	Agreed for EAs to alert to potential issues with committee cover.	Closed
169	02 Aug 18	1.vi	<b>Patient Story</b> The Board requested scrutiny of the cases listed prior to the patient at second listing.	RH/JR	To be reviewed at Q&R	November 2018
168	05 July 18	5.ii	<b>Workforce Report</b> To share information on Trust plans around unconscious bias training	OM	The Trust have identified and purchased a training package to support this and use of this will be considered with NEDs	September 2018
165	05 July 18	4	<b>Combined Quality Report</b> Report on the impact of the Operations Centre to be taken to Performance Committee.	EM	A 'Red 2 Green' spotlight was included in PIPR in August 2018. The report on the Operations Centre will be brought to Board in October.	October 2018
164	05 July 18	2.b.iv	<b>Papworth Integrated Performance Report (PIPR)</b>	RH	Review process of IHU pathway established.	Closed

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			Strategic review of IHU pathway			
162	7 June 18	2.b.ii	<b>Papworth Integrated Performance Report (PIPR)</b> Spotlight report on day case rates	EM	Will be included in PIPR	September 2018
160	7 June 18	1.iv	<b>Papworth Integrated Performance Report (PIPR)</b> Number of open and closed beds to be included in report.	EM	Reporting in PIPR links bed occupancy to the safer staffing position (and any holding of beds that is required as a mitigating measure).	September 2018
157	3 May 18	4.i	<b>Combined Quality Report</b> Refreshed Clinical Education Strategy to be taken to Q&R and to come to Board in early summer.	JR	Workshops held and work streams set up to undertake strategy refresh summer 2018.  To bring back to Board in September 2018.	September 2018
154	3 May 18	2	<b>Papworth Integrated Performance Report (PIPR)</b> ED to discuss and advise on options to close £1.1M CIP gap	EM	<u>Update September 2018</u> CIP gap reduced to £619k. Plan to close remaining gap to be brought to September Board.	September 2018
150	3 May 18	1.iv	<b>Patient Story</b> Case to be discussed at M&M once post discharge feedback received patient.	RH	<u>Update August 2018:</u> Patient attended for review in June. AW due to have a follow up conversation with patient.	TBC
149	5 April 18	4.i	<b>Combined Quality Report</b> Link case risk and comorbidities to mortality and discussion at Q&R. Benchmark with Basildon mortality rate and report back to Board.	JR/RH	<u>Update August 2018</u> This will now go to Q&R September and Board in October.	October 2018