

Agenda item 1iv

**Board of Directors - Part 1
Action Checklist
Following: 7 June 2018 Meeting
Reporting to: 5 July 2018 Meeting**

Ref	BoD mtg	Agenda No.	Issue	Responsible Director	Action Taken	To Agenda/ Action Date
163	7 June 18	BLTP	Information Governance Update NEDs to be provided with nhs.net e-mail addresses	AR	NHS.net addresses provided and registration guidance circulated to NEDs	Closed
162	7 June 18	2bii	Papworth Integrated Performance Report (PIPR) Spotlight report on day case rates	EM		August 2018
161	7 June 18	1v	NSTEACS Pathway Paper setting out KPIs and system gains to be brought to Board	EM	Pathway summary included in July PIPR Stakeholder meetings scheduled and CEO joining implementation group. Report to Board in August.	August 2018
160	7 June 18	1iv	Papworth Integrated Performance Report (PIPR) Number of open and closed beds to be included in report.	EM		August 2018
159	3 May 18	5i	Workforce Gender Pay audit Appendix 1 to be circulated Request for progress report against key actions to come to Board in six months.	OM	Paper re-circulated with Appendix 1 Progress update added to Board forward agenda for November	Closed
158	3 May 18	4ii	Nursing Strategy Presentation for Nurses day to be shared. Request for progress report against key metrics to come to Board in six months.	JR	Nurses Day Presentation to be circulated to Board Progress update added to Board forward agenda for November 2018.	Closed
157	3 May 18	4i	Combined Quality Report 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

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156	3 May 18	3	Research & Education Agreed that an R&D paper would come to the Board on a bi-monthly basis.	RH	R&D added as regular Board agenda item and included on July Agenda	Closed
154	3 May 18	2	Papworth Integrated Performance Report (PIPR) ED to discuss and advise on options to close £1.1M CIP gap	RC	<u>Update June 2018</u> Summary presented under PIPR finance section June 2018 To remain on Board agenda	-
152	3 May 18	2	Papworth Integrated Performance Report (PIPR) Complaints metric (numbers) to be benchmarked against other providers	JR		TBC
151	3 May 18	2	Papworth Integrated Performance Report (PIPR) QRMG to review detail of reported increase in falls looking at level of harm and trends over the last two years.	JR	Summary included in PIPR	TBC
150	3 May 18	1iv	Patient Story Case to be discussed at M&M once post discharge feedback received patient.	RH	Awaiting patient feedback (June2018).	TBC
149	5 April 18	4i	Combined Quality Report Link case risk and comorbidities to mortality and discussion at Q&R. Benchmark with Basildon mortality rate and report back to Board.	JR/RH	Agenda item for Q&R in July with report to Board in August.	August 2018
148	5 April 18	1vi	Patient Story Requirement for quality review of private patient care to be discussed at Q&R.	JR/RH	Discussed at May Q&R.	June 2018
137	6 July 17	3	Research and Education Research Strategy to the Board	RH	<u>Update May meeting</u> Cambridge cardiothoracic research steering group had held its third meeting will produce a report by September.	Sept 2018