

Borders NHS Board Action Point Tracker

Meeting held on 2 May 2013

Agenda Item: Management of Private, Overseas (NON NHS) and Co-payment Patients Policy

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
14	Adrian Lucas suggested the term Veterans be included within the policy as this cohort of people were a priority for the NHS even though their numbers were low. Jane Davidson suggested bringing a paper to a future Board meeting on how Scotland was engaging with the NHS to treat veterans equitably and how NHS Borders was taking this forward.	Jane Davidson	Complete: Veterans Seminar attended on 7 th May 2013. Paper submitted to the Board meeting on 5 September 2013.

Meeting held on 27 June 2013

Agenda Item: Matters Arising

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
4	<u>Minute 14: Management of Private, Overseas (NON NHS) and Co-payment Patients Policy:</u> Adrian Lucas requested that the wording of the policy reflect that “veterans” were included as a priority group. Calum Campbell confirmed that by virtue of their veteran status they were a priority group and confirmed that it would be made more explicit within the policy.	Calum Campbell/ Jackie Stephen/ Alison Wilson	Complete

Agenda Item: Clinical Governance & Quality Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
5	The Chair commented that this matter was worthy of further consideration and suggested a report back to a future Strategy & Performance Committee on independent contractors performance, access and complaint themes, in the context of the public assuming that the local health board had overall responsibility for them. Calum Campbell suggested that after the next national survey, Jonathan Kirk be asked to lead a Board Development and Strategy session on Independent Contractors.	Calum Campbell	In Progress: Scheduled for future Strategy & Performance Committee meeting agenda.

Agenda Item: Clinical Governance & Quality Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
5	The Chair commented that in regard to the Patient Opinion Feedback the organisers had suggested that where patients had commended specific clinicians, those clinicians could send a personal thank you response back. Evelyn Fleck advised that this was a helpful suggestion and in line with current practice of responding to commendations publicised within the local media. Mrs Fleck advised that she would progress this suggestion.	Evelyn Fleck	Complete: Is now included in local protocol and will be progressed on an ongoing basis.

Agenda Item: Local Unscheduled Care Action Plan 2013-14

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
8	David Davidson requested that information on infection outbreaks be submitted to the Resilience Committee in future. Rachel Bacon confirmed that she would action this.	Jane Davidson/ Rachel Bacon	Complete: Rachel Bacon has informed the infection control team manager that this needs to happen when outbreaks occur and they confirmed that they will action this.

Agenda Item: Local Unscheduled Care Action Plan 2013-14

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
8	Pat Alexander enquired if Kirk Lakie was expecting comments directly from Board members. Kirk Lakie confirmed that he would welcome comments from Board members.	All Board Members Kirk Lakie	Complete: Email issued to the Board for feed back/comments by 16.08.13. Kirk Lakie is progressing responses to those comments.

Agenda Item: Board Report on Waiting Times

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
9	David Davidson requested that Rachel Bacon return to a future Board meeting or Development session to discuss these challenges further.	Jane Davidson/ Rachel Bacon	In Progress: Board Development session to be identified.

Agenda Item: Managing Our Performance End of Year Report 2012-13

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
21	John Hammond commented that on page 12 the narrative advised that "outpatient targets	June Smyth	Complete

	were broadly delivered” and felt this was ambiguous given the detail in the supporting graph. Calum Campbell disagreed but accepted that it was a poor diagrammatical representation and advised that this would be amended for future reports.		
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Agenda Item: Chair and Non Executive Directors Report

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
23	Rachel Bacon advised that work was progressing locally on improvement plans for chronic pain services and she would provide an update to the Chairman.	Jane Davidson/ Rachel Bacon	Complete: Briefing sent by Holly Irwin.