

Borders NHS Board Action Point Tracker

Meeting held on 2 May 2013

Agenda Item: Board Clinical Governance & Quality Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
5	Catherine Duthie enquired about the STACCATO tool for anticipatory care. In relation to STACCATO, Dr MacDonald advised that this was in respect of social aspects of anticipatory care and that she would provide the Board with an update.	Sheena MacDonald	Complete: Update on STACCATO emailed to Board members 19.06.13.

Agenda Item: Board Clinical Governance & Quality Update

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5	David Davidson enquired about the background to the patient opinion feedback. Laura Jones advised that the feedback was the information that was directly obtained from the Patient Opinion website and that each element was put into the service to provide an action plan for improvement. Mrs Jones confirmed that each opinion had received a response from NHS Borders. She further advised that for future reports to the Board she would provide feedback on progress that had been made since the patient opinion website had been launched and how it was being encapsulated within internal structures.	Evelyn Fleck/ Laura Jones	Complete: Patient Opinion is included in the standard Clinical Governance & Quality report to the Board.

Agenda Item: Healthcare Associated Infection Control & Prevention Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
6	David Davidson enquired if comparison figures on cleanliness could be produced for SABs and c.diff to see how the organisation compared nationally. Calum Campbell reminded the Board that the report was produced in the Scottish Government standard format and could not be altered. He suggested the information be made available to the Board as a separate attachment to the report in future.	Evelyn Fleck/ Colin Redmond	In Progress: Colin Redmond has made initial contact with David Davidson to discuss this matter.

Agenda Item: Board Report on Waiting Times

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
7	Mrs Davidson highlighted that there had been some breaches of TTG as a consequence of the ASDU issue and this was clearly outlined in the report. She confirmed that all patients had been spoken to at the time and offered alternative venues for treatment or a rescheduled appointment. Mrs Davidson advised that she would expand the content of the paper to be more explicit on TTG and suggested a broader discussion take place at a future Board Development session.	Jane Davidson	Complete: Waiting Times was a main feature of the Board Development session held on 6 June 2013.

Agenda Item: NHS Borders Board Committees

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
13	John McLaren advised that with regard to the Staff Governance Committee, which was a key responsibility of the Employee Director, in moving forward he would prefer to have a Co Chair arrangement for an initial period so that he could benefit from the knowledge and skills of those Non Executives who were existing members on that Committee. The Chair agreed that this was a sensible proposition and advised that he would discuss with the Non Executives outwith the meeting how best to take this forward.	Chair	Complete: Pat Alexander and John McLaren to Co-Chair the Staff Governance Committee for an initial period.

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	In Progress: Veterans Seminar attended on 7 th May 2013. A paper is scheduled to be submitted to the Board meeting on 5 September 2013.