

Borders NHS Board Action Point Tracker

Meeting held on 18 October 2012

Agenda Item: Matters Arising: Financial Monitoring Report for the 3rd month period to 30 June 2012

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
4	<p>Dr Sheena MacDonald commented that GP Practices budgets were closely monitored with regard to their prescribing spend and she would expect any dramatic change in prescribing habits to be clearly visible. She advised that it was difficult to justify changes in prescribing habits as a result of open surgeries. She further commented that this had not been discussed at a national level and with regard to it being an efficiency question she suggested it would not be unreasonable to ask John Connaghan's Prescribing Team to look into this.</p> <p>David Davidson advised that he felt assured that NHS Borders was not an outlier with regard to this issue and he and Dr Sheena MacDonald agreed to meet and discuss further how to progress this query at a national level outwith the meeting.</p>	Sheena MacDonald	Complete: Dr Sheena MacDonald emailed the Scottish Government and they will consider the issue moving forward.

Agenda Item: Board Clinical Governance & Quality Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
5	Dr Doreen Steele recalled that NHS Education for Scotland (NES) had previously advised that	Calum Campbell/ Elaine Peace	Complete: Training programme no longer required.

	<p>they would provide a complaints procedure and a training programme and she enquired at what status the training programme was at especially as the 1 October implementation date had now passed for the Patients Rights Act and she suggested that NES be asked to produce the training programme expeditiously. Calum Campbell advised that he would be happy to raise the matter at a national level and suggested that in the meantime Elaine Peace feedback this conversation to the Clinical Governance & Quality Team so that it could be expedited from that level through their connections with NES.</p>		
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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)
15	<p>David Davidson noted that a number of staff members had been developed through the leadership programme and he enquired if the Board could receive feedback from them on what the learning outcomes had been for them as individuals, what further skills they had developed, how the programme would assist them in furthering their career or enable them to develop their current role further. The Chair suggested this be an item for a future Board Development and Strategy session.</p>	Iris Bishop	<p>Complete: A revised programme of Board Development Session topics has been produced including this topic.</p>

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Agenda Item: Board Clinical Governance & Quality Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
5	Pat Alexander enquired what involvement was now available for Non Executive Directors to join the leadership walkrounds. Evelyn Fleck advised that Non Executive Directors remained welcome to join the leadership walkrounds and she was aware that a new diary of dates was being drawn together and she would provide those to the Non Executives as soon as they were available.	Evelyn Fleck	Complete: Programme of walkrounds provided for population at Non Executive's meeting on 7 March 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	The Chair enquired what changes were made as a result of the patient feedback forms. Evelyn Fleck advised that improvements to services where appropriate were made as a result of patient feedback and she would include this in future reports.	Evelyn Fleck	Complete: Included as a feature of the regular Clinical Governance & Quality report.

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	John Hammond enquired with regard to the	Evelyn Fleck	Complete: RCA's are conducted on

	<p>Infection Control Workplan if the wound care policy and route cause analysis had been completed. Mrs Fleck confirmed that the wound care policy had been completed and advised that she would report back with regard to the status of the route cause analysis.</p>		<p>SABs/CDIs as they occur. The RCA process for SABs on ICNet is complete. The RCA process for CDI's is currently paper based; however, the process on ICNet is currently being developed through the new Prevention of C.diff Group. This RCA process will be running by the end of the financial year.</p>
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Agenda Item: Financial Monitoring Report for the 8th month period to 30 November 2012

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
16	<p>The BOARD agreed to receive a six monthly report on the efficiency programme commencing after the year end.</p>	<p>Carol Gillie</p>	<p>In Progress: The March 2013 report will be presented to the Strategy and Performance Committee on 6 June 2013.</p> <p>On an on-going basis there will be a report to the Board on the position at March and September each year.</p>