

Ward and Department Visits: Actions from Board Development Meeting on 15 December 2011

Agenda No.	Issue	Date Board discussed	Action required	Responsibility	Progress Report	Status
	Dress Codes	15 Dec 2011	Dress and presentation codes for junior doctors to be reinforced.	CJ	Codes reinforced, monitored weekly and any non-compliance dealt with.	Cleared
	Quality and Staffing	15 Dec 2011	Board asked how could be assured there was a link between quality and staffing levels. NF and LR to discuss possible quality/staffing metrics for the quality report.	NF	Work underway to identify indicators for quality of care at ward level and the workforce indicators associated with them. This work will feed into work to develop a new performance report being led by Director of Partnerships.	Cleared

Ward and Department Visits: Actions from Part 1 Board Meeting on 26 January 2012

01/12	Breast Clinic Skylights	26 January 2012	The Breast Clinic at SACH has no daylight. A suggestion was made to consider skylights and LG agreed to investigate this possibility.	LG	29 March	
01/12	Outpatients	26 January 2012	The location of Outpatients means it is used as a walk through. LG agreed to investigate whether action could be taken to prevent this.	LG	29 March	
01/12	Sexual Health Clinic	26 January 2012	In order to improve the experience for patients, staff advised that a baby changing room would make attendance easier for parents. The Chair suggested that the Charitable Funds could be used to support this.	LG	29 March	

Ward and Department Visits: Actions from Board Development Meeting on 23 February 2012

2.1	IT System	23 Feb 12	Investigate patient engagement IT system for CDU/Minors.	CJ/CG		
2.2	Floor repair	23 Feb 12	Investigate repair to Croxley Ward Treatment Room floor.	CG		
2.3	Ceiling tile/Corridor improvement	23 Feb 12	Investigate missing ceiling tile and potential for corridor conversion in Ophthalmology Outpatients.	CG		
2.4	Nurse/Practitioner Recruitment	23 Feb 12	Pursue case for recruiting nurse/practitioner in Ophthalmology Outpatients.	NF		
2.5	Bank Staffing	23 Feb 12	Explore with Gade Ward the concerns with Bank staffing arrangements.	NF		
2.6	Junior Doctor responsibilities	23 Feb 12	Investigate issue raised by Letchmore Ward junior Doctors over some of their responsibilities.	CJ		