



Quality and Safety **Urgent** Action Log

| Open Actions | | | | | | |
|--------------|-------------|------|---------------|------|-----------|--------|
| Action No. | Minute Ref. | Date | Agreed Action | Lead | Timescale | Status |
| 1. | - | - | Nil return | - | - | - |



Quality and Safety **Pending** Action Log

| Open Actions | | | | | | |
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| Action No. | Minute Ref. | Date | Agreed Action | Lead | Timescale | Status |
| 2. | 87/20, 143/20 | 24.03.2020 | Discussion to take place to ascertain how to include the internal inspections within the performance figures. | CWilliams/ ND | October 2020 | ND & MW have held a discussion and ND will report to the December 2020 Q&S Committee an example Status Report on internal inspections. The Status Report will cover a 12-month period and include Actions, Improvements, recommendations, and their status. |
| 3. | 12/20 | 28.01.2020 | Report and action plan in respect of the facilities at Morriston Hospital's Accident and Emergency Department be brought to February's committee. | Craigie Wilson/ Deb Lewis/ Nigel Downes | October 2020 | ND has met with the Head of Nursing and Senior Matron and visited the Morriston ED. ND can confirm that on each shift there is an Emergency Department Assistant (EDA) allocated in respect of facilities/waiting |

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| | | | | | | area at Morriston Hospital ED. The EDA is responsible for ensuring that patients receive adequate nutrition/hydration. Bottled Water and/or food is provided to patients where needed. |
| 4. | 121/19 | 22.08.2019 | Update be provided on the improved use of ward to board dashboard following feedback from staff. | CWilliams | Dec 2020 | On work programme |
| 5. | 42/20 | 25.02.2020 | Quality and Safety Workshop 2020 to be arranged and the Quality and Safety Bill and duty of candour is incorporated into the workshop. | CWilliams | September 2020 | Delayed in light of COVID-19 activity. |



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Bae Abertawe
Swansea Bay University
Health Board



Closed Actions

| Action No. | Minute Ref. | Date | Agreed Action | Lead | Timescale | Status |
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| 6. | 175/19 | 12.12.2019 | Update be provided in respect of Substance Misuse Report | KR | October 2020 | Completed |
| 7. | 176/20 | 25.08.2020 | An in-depth update on domestic recruitment, including the field hospitals from a human resources perspective be brought to the committee. | CWhite/ JJ | October 2020 | Completed |
| 8. | 203/20 | 22.09.2020 | Mental health delivery unit attend October's Quality and Safety Committee and provide an update for assurance on Serious Incident Closures. | CWhite/DR | November 2020 | Completed. The backlog has been caused by the demand for Serious Investigations outstripping the resources in the Quality & Safety Team in MH&LD. This is mainly driven by a change in the reporting criteria required by Welsh Government, which means that all deaths have to be investigated. The team have calculated that they require an additional 2 band |

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| | | | | | | 6 posts to meet the extra demand. Dai Roberts met with Darren Griffiths and agreed a way forward to identify funding for these two posts. These posts are now in the recruitment process and once filled the backlog will begin to reduce. |
| 9. | 229/20 | 27.10.2020 | The use of zero hour contracts be referred to the Workforce and Organisational Development Committee. | MW | October 2020 | Completed |
| 10. | 228/20 | 27.10.2020 | Martyn Waygood to discuss the risk register with Hazel Lloyd. | HL | November 2020 | Completed |
| 11. | 17/20 | 28.01.2020 | Deep Dive: Never Event position and the requirement to review and manage overarching improvement plan at corporate level to be brought to committee. | HL | November 2020 | Completed. On agenda |
| 12. | 203/20 | 22.09.2020 | An update report on 'phone first', 111 and Consultant Connect for non-urgent patients to be brought to November's committee. | C White | November 2020 | Completed. On agenda |
| 13. | 87/20 | 12.12.2019 | Feedback from patients within a prison setting to be included within the patient experience report. | HL | November 2020 | Completed. On agenda - To be included in November's Patient Experience Report |

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| 14. | 152/20 | 28.07.2020 | Primary and Community Care complaints to be included in the patient experience report going forward. | HL | November 2020 | Completed. On agenda - To be included in November's Patient Experience Report |
| 15. | 230/20 | 27.10.2020 | Communication details and improvements be included in next month's QSGG report following the increase of stillbirths. | ND | November 2020 | Completed. On agenda - To be included in November's QSGG report |