

Strategy and Advisory Group for Patient Safety Meeting

14 January 2015

12.00 - 13.30

Nest 2 Room, Wallacespace St Pancras,
22 Dukes Rd, London WC1H 9PN

Agenda

Item	Heading	Lead	Timing
1	Welcome and Introductions	Mike Durkin	12.00
2	Minutes of the last meeting Actions arising from the last meeting (see below)	Mike Durkin	12.10
3	Proposals for Measurement	Mike Durkin and Lynne Winstanley	12.40
4	Regulatory update; activity to support patient safety – including planning Guidance relating to patient safety generally and the campaign	CQC ,Monitor, NTDA	13.00
5	Q&A from members on the one page written briefings on Sign up to Safety and Safety Improvement Plans, Patient Safety Collaboratives, SAFE initiative, Joint NHS England/The Health Foundation Initiative	All	13.20
6	Close Date of next meeting: 4 th March 10.30 – 12.00	Mike Durkin	13.30
	Note future dates to hold: 2015 4 th March 10.30 – 12.00 14 th May 10.30 – 12.00 22 nd July 10.30 – 12.00 9 th September 10.30 – 12.00 11 th November 10.30 – 12.00 2016 27 th January 10.30 – 12.00		

Actions List

NUMBER	DETAIL	WHO
2/14	Royal College representation. Academy of Royal Colleges follow up by next meeting	Kevin Stewart
3/14	Changes to the narrative to; reflect the origin and anchor as Berwick, emphasise the role of the safety improvement plans, reflect the importance of workforce and education with aligned professional development, learning from innovation and that change will happen locally at the point of care	Suzette Woodward
4/14	Produce two simple, clear explanations to (1) frontline clinicians, (2) leaders and boards	Suzette Woodward
5/14	Short written briefings to be provided for each meeting on the initiatives – see below:	
	Written update by 7 January 2015 to send to SW on the Safety Fellowship Initiative following the Health Foundation Board meeting	Penny Pereira
	Written update by 7 January 2015 to send to SW on the Patient Safety Collaboratives to include what each AHSN has chosen to focus on and the measurement strategy	Mike Durkin/Matt Fogarty/Lynne Winstanley
	Written update on Sign up to Safety	Suzette Woodward
	Written update by 7 January 2015 to send to SW on the Safety indicators website to include how it is being used	Mike Durkin/Matt Fogarty
	Written update by 7 January 2015 to send to SW on the SAFE initiative to include the elements that would be expected to be seen by exemplar organisations and how NHS England is working with the regulators on the initiative	Mike Durkin/Matt Fogarty
7/14	Health Education England and the AHSNs communications lead to nominate representatives and send to Gayle Carrington asap	HEE and Lynne Winstanley on behalf of the AHSNs
8/14	Information about the future of the NQB needed for a future meeting discussion. GL or JB to provide update for the group at January meeting	Garvin Larner
9/14	Members of the group to include support for the patient safety initiatives and Sign up to safety in their business planning for 2015/16	ALL

NUMBER	DETAIL	WHO
10/14	SW, CQC, THF, NHSE to agree on the guidance for Safety Improvement Plans and circulate ahead of the January meeting to help all members of the group to understand the components of a Safety Improvement Plan	Suzette Woodward, Brendan Carey CQC, Penny Pereira THF, Mike Durkin and Matt Fogarty NHSE
11/14	SW to create key messages about Safety Improvement Plans for all to use	Suzette Woodward
12/14	LW and PP to contact and support Chairs Rebecca Lawton and Gerry Armitage	LW and PP
13/14	Representative from the patient engagement sub-group to be invited to join the main Strategy and Advisory Group membership and meetings	Suzette Woodward
14/14	GL and SW and TF to discuss outside of the meeting and provide assurance to DD regarding funding for Sign up to Safety	Gavin Larner, Suzette Woodward and Tom Fothergill