

**PUBLIC TRUST BOARD ACTION LOG**

<b>Trust Board date</b>	<b>Minute ref</b>	<b>Action agreed</b>	<b>Add to TB planner</b>	<b>Lead Director</b>	<b>Completion date</b>	<b>Date cleared</b>
4 July 2017	606/17	FSID Committee to review international recruitment process.		Mrs Ponder	31 October 2017	Complete
1 August 2017	617/17	Outliers performance to be considered by FSID Committee		Mrs Ponder	30 September 2017	Complete
5 September 2017	663/17	Patient Experience Report in October to focus on the FFT for Paediatric Patients		Director of Nursing	3 October 2017	To go to QGC January
5 September 2017	693/17	Quality and Safety progress reports to include the previous months data to see if progress is being made		Director of Nursing	3 October 2017	Work ongoing.
5 September 2017	742/17	Review of capital programme priorities to take place to agree where the additional funding should be released to		Deputy CEO	3 October 2017	Still awaiting confirmation of additional funding.  The Trust has responded to questions from NHSi.  Still ongoing Dec 17

3 October 2017	785/17	Microbiology cover mitigation for the short medium and long term to be provided to QGC.		Dir of Nursing	31 October 2017	Further advert placed – working with Nottingham.
3 October 2017	793/17	The Board agreed that the Quality Governance Committee should consider a pathway review on medicine incidents.		Mrs Owston	31 October 2017	Agenda On medicines paper for November Complete
3 October 2017	809/17	Revalidation improvement plan to be monitored through the Workforce and OD Committee.		Mrs Truscott	Jan 2018	Referred to W&OD Forward Work Plan Complete
15 December 2017	961/17	Training needs assessment for equipment to be added as risk to risk register		Director of Estates and Facilities	26 January 2018	
15 December 2017	962/17	Assurance from medical devices group ( Dr Samra) to be sought regards extent of equipment and criteria for training requirements		Medical Director	26 January 2018	
15 December 2017	975/17	Missed observations to be reviewed at the Clinical Cabinet alongside the deterioration of the Grantham position in relation to observations.		Director of Nursing	26 January 2018	
15 December 2017	990/17	Workforce and OD Committee to receive an interim update on the Nursing Establishment Review		Director of Nursing	30 March 2018	
15 December 2017	991/17	Nursing Establishment report to be shared with the Clinical Directorates		Director of Nursing	26 January 2018	
15 December 2017	994/17	Formal report in relation to the Guardian of Safe working to be presented to the Workforce and OD Committee. Medical Director to write formally to Dr Varma regarding this.		Medical Director	26 January 2018	