

HEALTHWATCH RUTLAND ACTION LOG March 2015

PAPER B

Item	Date	Action agreed and by whom	Progress narrative	No action taken
				Action being taken
				Action completed
Minute 13.23.4 EMAS (Ambulance Services)	12.12.13	EMHW Chair representation on EMAS Board to be considered 14.01.14	JF to report back on outcome to Steering Gp 30.01.14. Report given by JF to EMR 23/07 on three meetings of EMAS Board . Local (Rutland) EMAS Group established under Chairmanship of Philip Herford and meets 22/08. EMAS will send sample data	J Fenelon (Rutland) and J Moore (Derby) nominated as participating observers on EMAS Board representing HW across EM. Good progress . Meeting of HW Chairs + CEO/Chair EMAS being arranged HWR Ambulance Task Group now established and first meeting held. EMAS/HW Collaboration paper being agreed with all HW in EM 25th March 2015
Minute 13.23.7 CQC	12.12.13	JF to meet Tim Birwhistle and receive CQC report	<ul style="list-style-type: none"> New Information Sharing Meeting established HWR represented by Judy Worthington Arrangements to be discussed at three HW chairs meeting to ensure effectiveness 	New contact now established and meeting arranged

14.52.3	Enter & View	<ul style="list-style-type: none"> To be operational 1st September 2014 	<ul style="list-style-type: none"> Training arranged for 20th August DBS contract now in place with Rutland County Council 	Training undertaken on 20th August DBS applications being processed
14.76	BCT	<ul style="list-style-type: none"> Submit Rutland comments on BCT Plan to BCT Team 	<ul style="list-style-type: none"> Comments sent and incorporated into final plan Comments put on website Press statement prepared 	Comments of Rutland people submitted

14.78d	Personal Budgets	<ul style="list-style-type: none"> Put on agenda for next meeting 	<ul style="list-style-type: none"> Put on agenda for October meeting 	Agenda 2111.14 Completed and JF on LLR GGroup
14.78d	Consultation	<ul style="list-style-type: none"> Meet CEO of GEM re consultation process 	<ul style="list-style-type: none"> NHS England included All HW chairs in EM want to join meeting 	Meeting being arranged - delay at GEM Still delayed since September
14.79	Manifestoes	<ul style="list-style-type: none"> Keep manifestos under review re personal budgets 	<ul style="list-style-type: none"> Too early for manifestos 	Keep under review ar election approaches
14.85	GEM	<ul style="list-style-type: none"> Meeting of EM Chairs with GEM 	<ul style="list-style-type: none"> Chase up 	Chased
14.86	SEND	<ul style="list-style-type: none"> Bring parent views on implementation back to Board 	<ul style="list-style-type: none"> Review periodically to chase progress 	Rutland Parent Carer Voice asked to report back as programme progresses
14.87a	Governance policies	<ul style="list-style-type: none"> Put on website as refreshed 	<ul style="list-style-type: none"> Bring to Board for approval 	Put on agenda 21.11.14 David Henson is drafting two outstanding policies to be considered by Board 20.03.15
14.87c	Enter & View	<ul style="list-style-type: none"> Prepare Policy Arrange first trial Enter & View 	<ul style="list-style-type: none"> Bart Taylor Harris is assisting implementation 	System in place and first Enter & View Completed.

14.87d	Dementia Project	<ul style="list-style-type: none"> Complete Pathway Mapping Complete Patient/carer interviews start arranging Spring Conference 	<ul style="list-style-type: none"> Hold further events to complete mapping Recruit & Train " Listeners Recruit Patients and Carers 	<ul style="list-style-type: none"> Medical Events 19.11.14 & 20.11.14 Care Home Event 12.12.14 Events being attended to recruit further patients and carers Feedback Session arranged for 22.04.15
14.87.e	Communication	<ul style="list-style-type: none"> Extend hard copies of bulletins to those without email Use the good offices of VAR Social Car Scheme to distribute leaflets 	<ul style="list-style-type: none"> Update distribution list with addresses Restock literature Contact J Smith re Social Car Scheme 	<ul style="list-style-type: none"> Ali Burrow Smith to action
14.88a	Better Care Fund	<ul style="list-style-type: none"> Work with RCC to help input Public/ patient Views into projects 	<ul style="list-style-type: none"> Ali Burrow-Smith to lead 	Collaboration agreed
14.88b	Complaints	<ul style="list-style-type: none"> LLR Complaints Group reconvened 	<ul style="list-style-type: none"> Send HWR Representative to join group 	David Henson will attend 24.11.14
14.88d	Pharmaceutical Assessment	<ul style="list-style-type: none"> Public Consultation 	<ul style="list-style-type: none"> Prepare views of HWR based on public's input 	On agenda for 21.11.14 .Agree views to be submitted to RCC
14.788e	EMAS	<ul style="list-style-type: none"> Access Data to sent quarterly 	<ul style="list-style-type: none"> HWR Ambulance Task Group to take forward action with local EMAS Team 	Ambulance Task group will consider at next meeting
14.88f	Cancer Targets UHL	<ul style="list-style-type: none"> Take up with UHL (DH) Take up with CCG (JF) 	<ul style="list-style-type: none"> 	JF and DH to give verbal update at 2003.15 meeting
14.89	Hard to reach groups	<ul style="list-style-type: none"> Include Men in groups to be targeted 	<ul style="list-style-type: none"> Ali Burrow-Smith to take forward with plan of listening events 	Will be programmed when appropriate groups identified
15.7.5	Young People's Team	<ul style="list-style-type: none"> Present findings of survey ro all involved agencies 	<ul style="list-style-type: none"> Results presented by Prof Fitchett of Leicester University 	Results well received and agreement to look at solutions as Phase2
15.7.9	Emergency Ambulances	<ul style="list-style-type: none"> EMAS/HWR Collaboration Group 	<ul style="list-style-type: none"> Establish regular working party 	New meeting being chased
15.7.10	Minor Injuries	<ul style="list-style-type: none"> Contract awarded to N Doctors 	<ul style="list-style-type: none"> Presentation by N Doctors given 	David Henson providing PPI input into Marketing Programme
15.7.11	" We are Listening "	<ul style="list-style-type: none"> 2015-6 programme being finalised 	<ul style="list-style-type: none"> 	Schedule to be tabled at Board 20.03.15 after agreement with RCC

		▪	▪	
		▪	▪	
		▪	▪	
		▪	▪	

15.7.12	Comms	<ul style="list-style-type: none"> ▪ Review membership and introduce double opt in system ▪ Website improvements 		Ali Burrow Smith to lead Ali Burrow Smith to lead
15.7.14	Volunteers	<ul style="list-style-type: none"> ▪ Support & expansion 	<ul style="list-style-type: none"> ▪ Develop recruitment and support processes 	Ali Burrow Smith to lead
15.8.15	Forward Plan	<ul style="list-style-type: none"> ▪ Develop Forward Plan for 2015-6 	<ul style="list-style-type: none"> ▪ Forward Plan to Board 20 .03.15 	To be approved by Board