

## Quality Safety and Experience Committee Work Plan 2021 - 22

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A -Approval D- discussion I - Information	Exec Lead	13-Apr	15-Jun	28-Sep	26-Oct	14-Dec	22-Feb	12-Apr	
<b>Agenda Item</b>					Special				
<b>Standing Items</b>									
Quality Indicators	RW/SW	D	D	D		D	D	D	
Sub Committee Assurance Reports from Clinical Boards	SC	D	D	D			D	D	
Sub Groups to Quality, Safety and Experience Committee (to be confirmed):	RW/SW	D	D	D			D	D	
<ul style="list-style-type: none"> <li>- <b>Clinical Effectiveness Committee</b> (consent MCA, DoLS, National Clinical Audit, NICE, NCEPOD, Patient Information, EOL Care, Dementia and delirium, Transition, Organ Donation, Peer Reviews.)</li> <li>- <b>Learning Committee (when established)</b></li> <li>- <b>Concerns Group</b> (concerns and complaints, incident reporting, Duty of candour, patient/user experience and feedback, claims, datix system.)</li> <li>- <b>Operational Groups</b> ( IP&amp;C, Cleanliness, Decontamination, Medicines Management, Safeguarding, Research, Patient Safety Solutions, Medical Devices, Nutrition and hydration, Falls, Health Records, Blood Transfusion, Resus, VTE, Pressure damante, Mortality, Suicide Prevention, Point of Care Testing)</li> </ul>									
Patient Story	RW	Children and Women; Mental Health	CD&T	Medicine		PCIC	Surgery	Specialist	
<b>Quality Governance</b>									
Quality, Safety and Experience Framework	RW/SW	A							
Health Care Standards Strategy and Action Plan	RW/SW		A				A		

Policies																					
Health and Social Care (Quality and Engagement) (Wales) Act 2020- Annual Compliance	RW/SW	A	A	A	A																
Key External Reports from CHC, Internal Audit, Audit Wales	RW/SW	D	D	D	D																
HIW Activity Overview	RW	A	A	A	A																
HIW Primary Care Contractors	RW	A	A	A	A																
<b>Health Promotion Protection and Improvement</b>																					
Public Health Promotion activities	FK	D																			
Quality, Safety and Experience of Public Health Services	FK													D							
<b>Quality, Safety and Experience Committee Governance</b>																					
Chairs Action	SE	I	I	I	I																
Annual Work Plan	NF																				
Review of Meeting	NF	D	D	D	D																
Self assessment of effectiveness	NF	D																			
Review Terms of Reference	NF																				
Produce Committee Annual Report	NF																				
Minutes of Quality, Safety & Experience Committee Meeting	NF	A	A	A	A																
Action log of Quality, Safety and Experience Committee Meeting	NF	D	D	D	D																