

QUALITY, SAFETY & PATIENT EXPERIENCE COMMITTEE
Minutes of the meeting held on Monday 19th September 2016
at 12.00pm in the Boardroom

<u>Member</u>		<u>Attendance</u>	<u>Apologies</u>
Mr Andrew Higgins	Non-Executive Director (Chair)	☑	
Mrs Alison Kelly	Director of Nursing & Quality		☑
Mrs Sian Williams	Deputy Director of Nursing & Quality	☑	
Mr Ian Harvey	Medical Director	☑	
Sir Duncan Nichol	Chairman	☑	
Mr Tony Chambers	Chief Executive		☑
Mrs Rachel Hopwood	Non-Executive Director	☑	
Mrs Ros Fallon	Non-Executive Director	☑	
Dr Chris Green	Director of Pharmacy	☑	
Dr Amer Rehman	Divisional Medical Director – D&PS	☑	
Mrs Linda Williams	Radiology Manager	☑	
Mr David Semple	Divisional Medical Director – Planned Care	☑	
Ms Carmel Healey	Head of Nursing – Planned Care		☑
Ms Julie Fogarty	Head of Midwifery – Planned Care	☑	
Dr Martin Sedgwick	Divisional Medical Director – Urgent Care		☑
Mrs Karen Rees	Head of Nursing – Urgent Care	☑	
Mrs Alison Swanton	Head of Joint Therapies	☑	
Mr John Glover	Director of IM&T		☑
Mrs Frankie Morris	Acting Deputy Chief Finance Officer		☑
Mrs Sue Hodgkinson	Director of HR & OD	☑	
Mrs Ruth Millward	Head of Risk & Patient Safety		☑
Mr Michael Spry	Clinical Improvement & Assurance Manager	☑	

In attendance: Robert Cheetham, Clinical Information Analyst (for agenda item 4)
Richard Nelson, Consultant Anaesthetist (for agenda item 6)
David Cryle, HSDU Manager
Mary Crocombe, PA (Minute taker)

1. Apologies

Apologies were received from Alison Kelly, Tony Chambers, Martin Sedgwick, Ruth Millward, John Glover, Frankie Morris and Carmel Healey.

2. To receive and approve the minutes of the Quality, Safety & Patient Experience Committee held on 15th August 2016

The minutes were agreed as a true and accurate record.

3. Matters Arising

Review of Action Log

Members reviewed the Action Log. Mrs Hopwood asked for some 'housekeeping' to be done on the

Action

M Crocombe