

BNSSG CCG Governing Body: Action Log (Open Session)

May-20

Meeting Date & Item No.	Ref. (item no. and action no.)	Action Point	Owner	Timescale	Action Comments	Status
05-Nov-19	6.2	<u>Mental Health Review</u> Update to be provided to the Governing Body in January 2020	Lisa Manson	Jun-20	Further papers would be presented to the Commissioning Executive Committee.	open
05-Nov-19	6.4	<u>Supporting Transgender People - Guidance</u> Some wording around pathways for transgender people to be developed for inclusion in the toolkit	Deborah El-Sayed	tbc	<p>Michelle Smith continues to work with the toolkit team to develop some wording.</p> <p>Following contact from members of the public regarding the toolkit, the CCG will undertake an Equality Impact Assessment on the guidance and present this to the Governing Body once completed.</p> <p>The EIA is progressing and the team are currently undertaking engagement with members of the public and clinicians. An update will be provided in April.</p> <p>Engagement with the public has currently been suspended due to covid-19. The developing EIA would be presented to the Governing Body in closed session next month to review progress. The EIA would be presented in open session once completed. The timescales of this were to be discussed at the closed session meeting</p>	open
07-Jan-20	6.3.2	<u>BNSSG SEND Update</u> Patient experience reporting to be presented to the Governing Body, particularly around SEND and the whole patient experience	Deborah El-Sayed	tbc	<p>OFSTED and SEND inspections are on hold during the pandemic and it is unknown when the reviews will take place. The CCG can continue undertake co-production and public engagement during lockdown and into recovery.</p> <p>Paper on SEND presented to the June meeting</p>	open

07-Jan-20	6.3.3	<u>BNSSG SEND Update</u> Report on how the CCG was co-producing patient experience reporting to be presented to the Governing Body	Deborah El-Sayed	tbc	OFSTED and SEND inspections are on hold during the pandemic and it is unknown when the reviews will take place. The CCG can continue undertake co-production and public engagement during lockdown and into recovery. Paper on SEND presented to the June meeting	open
03-Mar-20	11.1	<u>Questions from members of public</u> LM to provide an update on the closure of local pharmacies	Lisa Manson	Jun-20 Sep-20	LM to review the reasoning for the specific pharmacy closure noted by Mr Blestowe and to respond. Further information on NHS England arrangements for the opening and closure of community pharmacies would be provided later in the year.	open
07-Apr-20	5	<u>Chief Executives Report</u> JR to write to Steve West to formally thank UWE for their hard work and support.	Julia Ross	May-20	The letter has been sent. The action was closed.	closed
07-Apr-20	8.1	<u>BNSSG Quality and Performance Report</u> Long waiters for paediatric ophthalmology to be reviewed and an update provided at the next meeting	Lisa Manson	May-20	This has been reflected in the Month 12 performance report.	open
07-Apr-20	8.1.1	<u>BNSSG Quality and Performance Report</u> DS to share anonymised letters regarding the ceasing of chemotherapy with LM. LM to discuss these with the acute trusts.	David Soodeen/Lisa Manson	May-20	Continued cancer plans have been covered under the Non-Covid recovery paper to be presented by Peter Brindle. Recommend any questions after this paper has been discussed. This action was closed.	closed
07-Apr-20	8.1.2	<u>BNSSG Quality and Performance Report</u> LeDeR update to be included within the quality report for May	Rosi Shepherd	May-20	LeDeR update included in the quality report. This action was closed.	closed
07-Apr-20	9.1	<u>Data Security and Protection Toolkit</u> Communications to be provided to the public regarding the increased number of cyber attacks claiming to be about covid-19	Deborah El-Sayed	May-20	It was confirmed that communication had been released via twitter. The action was closed.	closed
07-Apr-20	12	<u>Any Other Business</u> DS to liaise with Michelle Smith on the difficulties facing the population where english is a second language	David Soodeen/Michelle Smith	May-20	Has been actioned and developed into a language plan which is held by the strategic comms cell. The action was closed.	closed
5-May-20	6.1	<u>Covid-19 update</u> Covid-19 governance arrangements structure diagram to be circulated to the Governing Body once developed	Sarah Truelove	Jun-20		open

5-May-20	6.2	<u>Recovery planning and Non-Covid-19 Activity Planning</u> PB to provide an update on FIT testing at the next meeting	Peter Brindle	Jun-20	Secondary care have started using FIT to triage patients on their colonoscopy lists. A paper whas been taken to Clinical Cabinet on introducing FIT into the Colorectal Two Week Wait (TWW) pathway. There is support for this at colorectal SWAG Alliance Group and from the Diagnostic Cell. Recommend action closed.	closed
5-May-20	6.2.1	<u>Recovery planning and Non-Covid-19 Activity Planning</u> PB to provide an update on the number of held referrals	Peter Brindle	Jun-20	The Referral Support Service have so far been asked reinstate about 420 referrals which had previously been sent back due to COVID-19 on behalf of practices, but they have contacted by only about 50% of practices. The number of referrals that the practices have been compiling on their on hold list is unknown. One practice with a list size of approx. 35k has 161 to send on and others are coming in in batches. Recommend action closed.	closed
5-May-20	6.2.2	<u>Recovery planning and Non-Covid-19 Activity Planning</u> Held referrals to be reviewed through the primary care cell	Martin Jones	Jun-20		open
5-May-20	6.2.3	<u>Recovery planning and Non-Covid-19 Activity Planning</u> Cancelled elective treatments that need to be referred again to be reviewed as to where the new referral needs to come from	Peter Brindle	Jun-20	Secondary care remains responsible for rebooking the patient when services become available, and for monitoring the waiting list in the meantime except where they have specifically discharged the patient. In that instance they should have sent a clear discharge letter / management plan to the GP and patient indicating what the options for management are. In that instance the GP would be responsible for the decision on the next step (e.g. re-refer or other clinical management). Recommend action closed	closed
5-May-20	8.1	<u>BNSSG Quality and Performance Report</u> Long waiter statistics to be expanded for the "other" section	Lisa Manson	Jun-20	This has been reflected in the Month 12 performance report - page 17. Recommend action closed.	closed