

QUALITY, PATIENT SAFETY AND RISK COMMITTEE MEETING
Tuesday 28 November 2017

St Paul's Church, Hammersmith, Queen Caroline Street, London W6 9PJ

Governing Body Members Present:		
Vanessa Andreae	H&F CCG Vice Chair/Practice Nurse (Chair)	VA
Trish Longdon	Lay member, H&F Clinical Commissioning Group (Chair)	TL
Jane Wilmot	Lay member, H&F Clinical Commissioning Group	JaW
Amy Wilson	GP member, H&F Clinical Commissioning Group	AW
Pritpal Ruprai	GP member, H&F Clinical Commissioning Group	PR
Sena Shah	Practice Manager member, H&F Clinical Commissioning Group	SS
Andy Petros	Secondary Care Clinician, H&F Clinical Commissioning Group	AP
Pippa Street (for Mary Mullix)	Deputy Director of Quality, Nursing and Patient Safety, CWHHE	PS

CCG Officers in attendance:		
Liam Edwards	Assistant Director for Quality Improvement and Clinical Assurance, H&F Clinical Commissioning Group	LE
Carol Lambe	Head of Panned Care & Mental Health, H&F Clinical	CL
Mak Inayat	Safeguarding Children Lead, Central London CCG	MI
Peter Beard	Learning Disability Joint Commissioner	PB
Mary O'Connor	Mental Health Joint Commissioner	MO
Mark Jarvis	Head of Governance & Engagement, H&F Clinical Commissioning Group	MJ

Others in attendance:		
Olivia Clymer	Chief Executive Officer, Healthwatch	OC

Apologies:		
Susan Roostan	Deputy Managing Director, H&F Clinical Commissioning Group	
Beverley Mukandi	Safeguarding Children Lead, H&F Clinical Commissioning Group	

Item	Agenda Item /Discussion	Action Owner
1.	Welcome & Apologies	
1.1	VA welcomed everyone to the meeting.	
2.	Conflicts of Interest	
2.1	The general conflict of GPs as commissioners and providers were noted. No additional conflicts other than those published were declared.	
3.	Minutes of the last meeting	
	The committee approved the minutes of the last meeting.	

4.	Matters Arising, Action Log and Risk Register	
4.1	There were no matters arising.	
4.2	<p>715 (now 749) – LCW update on NHS 111/LCW Incident. It was noted that the report was still to be received.</p> <p>716 (now 750) – Central Contracts Report. Item closed</p> <p>717 (now 751) – Chelsea and Westminster Revised Safeguarding Policy. MI reported that she was happy that things were up to date on the Trust web site. Action closed.</p> <p>718 (now 752) - Imperial RTT 52 week wait. Item escalated to Governing Body meeting in November. Action closed.</p>	
4.3	<p>Risk Register</p> <p>Risk 115 - the Committee suggested that the risk should be reviewed and possibly down graded.</p> <p>Risk 12 – CL advised the Committee that the detail of the risk did not provide a full picture of the mitigations in place to deal with the risk. It was agreed that this entry needed to be reviewed.</p> <p>Risk 08 – TL sought confirmation that the risk score was correct as she felt it was too low. LE advised that as the overall risk of patient harm was small this was reflected in the score. The moderate score did, however, reflect that the overall patient experience was not good. The committee agreed that there should be two separate risk entries to reflect the differences between harm and patient experience.</p> <p>Risk 55 – AW advised the committee that an audit was being undertaken over the coming weeks where the secondary care elements of the service would be looked at.</p> <p>Risk 37 – SS suggested that the risk needed to reflect the impact on the out of hospital services. LE advised the committee that the specifications were currently being reviewed and would be more outcome focussed. It was agreed that the next out of hospital services report should provide assurance about how the needs of patients whose practices are not delivering specific out of hospital services are having their needs met.</p> <p>Risk 104 – the Committee asked for this to be updated.</p> <p>Risk 03 – the Committee recommended that, in light of a recent case, this remained open until there was assurance was received that lessons learnt had been put in place.</p>	LE
5.	Transforming Care	

	<p>to move to alternative placements where costs were less than their current provision as their needs had reduced. CL confirmed that all residents had plans in place that were reviewed regularly. Step down provision was factored in to the overall QIPP consideration.</p> <p>The committee thanks MO for a very thorough report. The committee asked that future reports had more detail about complaints and how the specific issues had been handled. Additionally the committee asked for a reference in future reports to indicate that where the CQC were not inspecting a particular unit this was being done jointly by the Local Authority and the Joint Commissioning Team.</p> <p>The committee asked for the financial risk related to placements be included on the risk register for F&P committee to review.</p> <p>The committee noted the update on the centrally held contracts</p>	<p>MO</p> <p>MO</p>
7.	CQG Minutes	
7.1	The minutes were agreed.	
8.	Items For Escalation	
8.1	There were no items for escalation.	
9.	Any Other Business	
9.1	No other business was discussed.	
Date of next meeting: Tuesday 19 December, 12.30 - 3.00 pm, St Paul's Church, Hammersmith		