

PUBLIC BOARD ACTION TRACKER

Key	
Red	Action Overdue
Amber	Update Required
Green	Action Complete

Item No	Date	Action	Committee	Deadline	Exec Lead	Action Lead	Progress	Rag Rating
16/165.1	03/08/2016	Patient leaflet review to be presented to the Quality Committee	Public Board of Directors	21/09/16–05/10/16–02/11/16	P Marks	V Bagshaw	Quality Committee received an update on patient information work associated with Learning Disabilities and Accessible Information Standard. Work is ongoing to review the quality of patient leaflets. COMPLETED	Green
16/213	05/10/2016	LD Specialist Nurse and associated services to be publicised.	Public Board of Directors	02/11/2016	V Bagshaw	J Yeaman	Publicised on iCare and Learning Matters - COMPLETED	Green
16/219	05/10/2016	OD & Workforce Committee to conduct a deep dive into anxiety and stress in their November meeting and report back to the Board of Directors in December.	Public Board of Directors	21/12/2016	C Ward / J Bacon	C Ward / J Bacon	Included in OD and Workforce Committee update report - on Agenda COMPLETED	Green
16/221	05/10/2016	A presentation of the length of stay workstream to be presented at the next Finance Committee meeting and an update provided to the Board within the Finance Sub-Committee report.	Public Board of Directors	21/12/2016	N Gossage / P Robinson	N Gossage / P Robinson	Included in Finance Committee update report - on Agenda COMPLETED	Green
16/264	03/11/2016	An evaluation of the PC24 streaming pilot to be presented to the Board of Directors.	Public Board of Directors	30/11/2016	R Howie	R Howie	Deferred to 21st December.	Update Required
16/255	03/11/2016	Improving Patient Flow presentation to be circulated to Board members.	Public Board of Directors	10/11/2016	S Clarke	S Clarke	Circulated COMPLETED	Green
16/260.1	03/11/2016	Letters of congratulations are to be sent to the areas with the top 5 headcount which have had 0% sickness.	Public Board of Directors	30/11/2016	J Bacon	J Yeaman	Thanks included on monthly on staff bulletin COMPLETED	Green
16/260.2	03/11/2016	A drill down to be conducted into the Division of Women & Children to establish why sickness has increased and confirm if this is short term or long term sickness absence.	Public Board of Directors	30/11/2016	J Bacon	J Bacon	Included in OD and Workforce Committee update report - on Agenda included in SOF. COMPLETED	Green
16/260.3	03/11/2016	The breach of the 28 day readmission guarantee figure is to be confirmed.	Public Board of Directors	30/11/2016	R Howie	R Howie	This figure should have read >5%, corrected for future reporting process COMPLETED	Green
16/263.1	03/11/2016	Governors to be informed of the improvements in patient flow and the improved A & E performance.	Public Board of Directors	30/11/2016	S Clarke	S Clarke	Circulated COMPLETED	Green
16/263.2	03/11/2016	Messages of assurance of SFHFT's position to be communicated to the wider organisation.	Public Board of Directors	30/11/2016	J Yeaman	J Yeaman	COMPLETED	Green
16/263.3	03/11/2016	The ability to recruit to substantive posts is to be communicated to the wider organisation.	Public Board of Directors	30/11/2016	J Yeaman	J Yeaman	COMPLETED	Green
16/263.4	03/11/2016	QIP Progress to be communicated to the wider organisation.	Public Board of Directors	30/11/2016	J Yeaman	J Yeaman	COMPLETED	Green