

National Quality Improvement and Clinical Audit Network



6 September 2017
Via Telecom

Minutes

Attendees

Officers

- Carl Walker - Chair
- Sue Venables – General Secretary

Core Members

- Tracy Deadman (South Central CA Network (SCCAN))
- Paul Gilliatt (East Midlands Clinical Audit Support Network (EMCASNet) Joint Chair with Marina Otley)
- Jackub Kazmarek (East of England Clinical Audit and NICE Network (EECANN))
- Stuart Metcalfe (South West Audit Network (SWANS))
- Tracy Millar (West Midlands Effectiveness & Audit Network (MEAN))
- Janette Mills (Cumbria and Lancashire Clinical Audit Network)
- Marina Otley (East Midlands Clinical Audit Support Network (EMCASNet) Joint Chair with Paul Gilliatt)
- Victoria Patel (Yorkshire Effectiveness and Audit Regional Network (YEARN))
- Philip Thompson (South and East London Clinical Audit and Improvement Network)
- Julie Hancocks (Communications Facilitator NQICAN)

Co-Opted Members

- Richard Arnold (NHS Commissioning Board)
- Christopher Boulton (Royal College of Physicians of London)
- Mark Hannigan (RCPCH)
- Tanseem Hoosain (Healthcare Quality Improvement Partnership (HQIP))

Apologies

- Jen Knight (South Central CA Network (SCCAN))
- Susan Latchem (Healthcare Quality Improvement Partnership (HQIP))
- Robert Mercer (Guidelines & Audit Implementation Network (GAIN) and Northern Ireland Regional Clinical Audit Managers)
- Heather Pratt (Cumbria and Lancashire Clinical Audit Network)
- Michael Spry (Mersey Clinical Audit Network)
- Denise Thompson (South East Clinical Audit Network (SECEN))

Non -Attending Members (Not Offering Apologies)

- Andrew Cantrell (South and East London Clinical Audit and Improvement Network)
- Catherine Dunn (North West Mental Health Network)
- Louise Eaton (NICE)
- Michelle Garrett (Greater Manchester Clinical Audit Network (GMCAN))
- Carol Kibble (South and East London Clinical Audit and Improvement Network)
- Kasia Muszynska (Royal College of Paediatric & Child Health)
- Sairatha Nimalathevan (North London Clinical Audit Network (NLCAN))
- Nicola O'Reilly (Royal College of General Practitioner)

New Actions Added at the Meeting

Reference 1709-01.01	Action Review membership details and inform Julie Hancocks of any changes (julie.hancocks@nhs.net)	Assigned to All members
Reference 1709-03.01	Action Inform Carl of anything you would like him to take to the NCAPOP Tender Specification Meeting on September 8th	Assigned to All members
Reference 1709-03.02	Action NHSE IG Lead for Opt-Out to be invited to the next NOICAN Meeting	Assigned to Carl Walker
Reference 1709-03.03	Action Send examples of inappropriate use of opt-out in National Audits to Carl	Assigned to Carl Walker
Reference 1709-03.04	Action Update on how Quality Accounts will operate in the future	Assigned to Richard Arnold
Reference 1709-04.01	Action Check that Medical Directors are informed of the delay/changes in presentation of the data, as they have been informed of the publication of the data on the CQC Website	Assigned to Tanseem Hoosain
Reference 1709-04.02	Action Load NICE Quality Standard Mapping spread-sheet onto Forum	Assigned to Stuart Metcalf
Reference 1709-04.03	Action Obtain update on mapping information on Quality Standards to National Audits	Assigned to Tanseem Hoosain
Reference 1709-04.04	Action HQIP to investigate what information on tenders can be fed back to NOICAN	Assigned to Tanseem Hoosain
Reference 1709-05.01	Action Forum - Registration Disclaimer to be added to application screen re email information not being used for any purpose (e.g. marketing), or content shared.	Assigned to Carl Walker
Reference 1709-05.02	Action Draw up a contract between Formic and NOICAN	Assigned to Sue Venables

Reference 1709-06.01	Action Submit network plans as soon as possible	Assigned to All Network Chairs
Reference 1709-06.02	Action Recruit Webmaster from within the networks	Assigned to Network Chairs
Reference 1709-07.01	Action Patient First QI Theatre- 21/22 November 2017. Some passes to event available - Contact Carl if you want to attend	Assigned to All members
Reference 1709-07.02	Action Patient First QI Theatre- 21/22 November 2017. Expressions of interest to Carl by 15th September if you want to present in the QI theatre	Assigned to All members
Reference 1709-07.03	Action Contact Richard's team to firm up venue/date for November/December meeting	Assigned to Julie Hancocks
Reference 1709-07.04	Action Contact Richard's team to firm up venue/dates for March 2018 and if possible June 2018 meetings	Assigned to Julie Hancocks
Reference 1709-07.05	Action Clinical Audit Poster Competition for Non-Medics - Add to Forum for discussion	Assigned to Marina Otley

1 Welcome

No declarations of interest.

Election of Chair

It is the end of Carl's two year tenure as Chair. Carl is willing to re-stand, no further nominations were received. There was overwhelming support for Carl, therefore he was re-elected for a further two years.

Membership list

The membership list was e-mailed out for checking.

Action: e-mail updates to Julie Hancocks (julie.hancocks@nhs.net) – **All**

2 Review of minutes and actions from last meeting

The minutes to be reviewed and updates notified to Julie Hancocks.

Actions Closed at the Meeting

Reference	Action	Assigned to
1706-06.01	Further testing of NQICAN Networking Forum September 2017 Update - Complete - Forum launched 6 September 2017	Task and Finish Group

Open Actions from Previous Meetings

Reference	Action	Assigned to
1703-01.03	FOI Information Request - Robin to send the group a copy of the final report when it is complete. September 2017 Update - ongoing	Robin Sasaru via Carl Walker
1703-02.02	Formalise recognition process for retiring Chairs September 2017 Update - ongoing	Assigned to Carl Walker
1703-06.02	Write up Nancy Dixon event for NQICAN website September 2017 Update - ongoing	Assigned to Michael Spry
1703-06.05	Carl to send Sue Latchem proposal for masterclass in graphic packages September 2017 Update - ongoing	Assigned to Carl Walker
1706-03.01	Northern Ireland model of costing out Clinical Audits - Set up a one off telecom to discuss September 2017 Update - ongoing	Assigned to Carl Walker
1706-03.02	Review Induction of New Chairs paperwork and feed back comments to Sue Venables September 2017 Update - ongoing	Assigned to All Network Representatives
1706-05.01	Look at HQIP website and comment on the guidance wording and make suggestions for improvement September 2017 Update - ongoing	Assigned to All Network Representatives
1706-05.02	Richard Arnold to find out how NQICAN can make suggestions to NHSE for consideration as future national clinical audits September 2017 Update - ongoing	Assigned to Richard Arnold
1706-06.02	Networking Forum - Look into disclaimers. Sharing rights, references, sharing contact details and comments September 2017 Update - ongoing	Assigned to Carl Walker
1706-07.01	Complete Finance Planning sheet and forward to Carl September 2017 Update - ongoing	Assigned to All Network Representatives

Reference 1706-07.02	Action Work up infographics training and roll out September 2017 Update - ongoing	Assigned to Carl Walker
Reference 1706-07.03	Action Initiate discussion with Penny Pereira re Q, and invite to speak at a forthcoming meeting Update - September 2017 - Email contact attempted to Penny Pereira (by JH), no response received.	Assigned to Carl Walker

3 NHS England Update (not covered elsewhere)

National Clinical Audit and Patient Outcomes Programme (NCAPOP) – Tender Specification Meeting – 8th September

Richard could only give limited information as this is still under commercial process. HQIP contract ends March 2018. There is a meeting this Friday – Carl has been invited to meeting. Stakeholders are engaged including HQIP, NICE and some lay people however, it will be NHS England contract. The meeting on Friday is a listening exercise to be followed by a tender specification meeting. New provider needs to be in place by 1st April 2018.

Carl asked now NQICAN are part of the process, how will we be placed if we have contact with those tendering. Declarations to be made of contacts/interested to NHSE.

There are a lots of stages to get through, but Richard is confident that a supplier will be in place by April. Not able to discuss the contract finances.

Stuart asked whether the intention is to continue in the vein of guidance and support as current HQIP – a lot will depend on the outcomes of the meeting on Friday.

Action: Let Carl know if there is anything particular you want him to take to the meeting on Friday - All

Care Data Opt-out and National Data Opt-out

National Opt Out – Regional variability around the number of patients opting out – resulting in some lack of granularity. There could be an exemption for the NCAPOP programme where there would be no opt-out.

Updates/responses will be shared through the Forum.

Richard would like specific examples where audits are not compliant with the opt-out.

Will be meeting with HQIP.

Action: NHSE IG lead for opt out to be invited to the next NQICAN Meeting. Carl

Action: Send examples to Carl for forwarding on to Richard. All

Quality Account

No update

Action: Update on how Quality Accounts will operate in the future. Richard Arnold

4 HQIP Update

Tasneem Hoosain covering for Sue Latchem at the dial-in.

National Clinical Audit Benchmarking

Delay in publishing CQC website, it will be on the Insight Portal. – Will now be hosted on the HQIP website. Hoping HQIP will be able to get onto the website by the end of Q3.

Action : Check that Medical Directors are informed of the delay/changes in presentation of the data, as they have previously been informed of the publication of the data on the CQC Website would be in July. Tanssem Hoosain.

Specification Meetings

Prostate Cancer – Carl attending. Carl has put a call for comments on the audit on the forum.

Guidance

Guides for patient panels and patient involvement in audit to be published

Review of guidance by NQICAN was discussed – keen to support but need further details of how we can invoice for time taken to do this

Action: Tanssem will send details of remuneration to Carl.

HQIP to aim for 2nd Thursday of each month for the publication of guidance & national audit reports, to tie in with Superstats Thursday.

National Audit Subscription Payments

83% Trusts paid this year already – only 32% of trusts paid last year.

Other

HQIP undertaking scoping review – looking for organisations with an interest in QI and CA projects

Inform HQIP of any national audits that are not on the directory - this is a different list to the Quality Account List.

CA Awareness Week set for November (20-24th) – normal packs will be produced. HQIP asking for ideas and suggestions. They would like NQICAN to support the Audit Heroes campaign.

Stuart Metcalfe asked about the lack of mortality stats in the NICOR audits. There are a number of issues, but Tanssem will take this back and provide with a fuller explanation.

Paul Gilliat asked about alignment of National Audits with NICE Quality Standards. When will the work will be done so that the Trust do not have to cross check audit to QS. Stuart reported that there is a spread-sheet on the NICE Website.

Action: Load NICE Quality Standard Mapping Spread-sheet onto Forum. Stuart Metcalfe

Action: Obtain update on mapping information on Quality Standards to National Audits Tanssem Hoosain

Paul also asked about a report of National Audits and linkage to Best Practice Tariffs. – Is on the directory.

Taseem was asked about reporting on the progress of NA tenders, where NQICAN have attended. (What we contributed to and what the decision was.) Information limited by Information Governance rules.

Action: HQIP to investigate what information on tenders can be fed back to NQICAN. Taseem Hoosain

5 NQICAN Sharing and Networking Forum Launch

- Development of forum complete and is being launched today. Carl thanked all involved in development and testing including Formic.
- Open to all members of our networks & NHS staff with NHS emails.
- Forum not really designed for National Audit providers to use – Christopher Boulton (Royal Colleges of Physicians, London) would like a mechanism to receive any feedback surrounding RCP audits.
- Legal contract advice – currently a disclaimer to advise not sharing data and results. Stuart reported that some SWANs members were concerned about the storage of email details.
- Non-NHS emails will be confirmed with the Network Chair prior to access being granted.
- Positive feedback from the development team and regional chairs
- NQICAN Members asked to publicise forum and share introducing blog written by Carl.
- Good stats are available in terms of log-ons, activity of members and popular pages.
- Regional sections available for each of the networks.
- Forum to be used to share meeting documents etc.

Action: Carl to contact national audit providers if issued raised on forum that can't be resolved by members.

Action: Registration Disclaimer to be added to application screen re email information not being used for any purpose (e.g. marketing), or content shared. Carl Walker – checked and already in place

Action: Sue to draw up a contract between Formic and NQICAN, Stuart has a contact who can help. Sue Venables

Action: NQICAN Members asked to publicise forum and share introducing blog written by Carl.

6 Update from the Chair / Officers Update

Health Foundation Clinical Audit Research Call

Our bid in conjunction with Healthcare Quality Quest has been turned down with no feedback why it was rejected due to volume of applications received. We will look at successful bids to see what we could learn from them.

Carl to discuss with Nancy Dixon - Healthcare Quality Quest – we could maybe do something on a lower scale.

Learning to Make a Difference Beyond CMT: using National Clinical Audit Data to drive improvement

Emma Vaux has been involved in some research on this matter and Carl has been invited to comment on the draft report.

17/18 Network Plans / Finance Update

Some oversights in last years plans, but these have been sorted out.
Some network plans for 17/18 are still outstanding – please forward to Carl so that we can have a definitive plan for the November meeting and make plans for any potential underspend.

ACTION – Submit plan to Carl ASAP - All

NQICAN Blog Update

Getting lots of views of the blogs – have a look at the discussions surrounding those.
Blogs being viewed more than the website.

Twitter Report

Twitter is continuing to get lots of followers and has seen a significant increase in views.

NQICAN Website

Tim Lessells our webmaster has asked if we could develop our website. It was agreed that some monies could be used to support development of a new website and training for Tim.

ACTION Carl to review website with Tim and look at alternative providers if necessary.

NQICAN Involvement in the RCP Programme Boards for Audit

RCP would welcome the involvement of NQICAN (clinical audit professionals) in the delivery of their audits, and would like representation at their programme board meetings (2 per audit per annum).

Action NQICAN agreed to be involved, with Carl as the nominated member, but he will nominate other members to attend on behalf of NQICAN if necessary.

7 NQICAN Event / Dates for Diary

Q Recruitment

New recruitment in the following areas:

- Northern Ireland
- East Midlands
- Oxfordshire, Berkshire, Buckinghamshire and Milton Keynes
- North West London
- South London

Applications close at midnight on 11th September

Measuring and Monitoring Quality Conference 22-9-17

Carl speaking.

Clinical Audit for Improvement 19-10-17

Stuart is chairing event due to Carl being on AL.

Junior Doctors Awards Day 15-11-17

Carl been asked to chair – approved.

Community and Mental Health Summit – The Return 2-11-17

Already fully booked

Patient First QI Theatre / Clinical Audit Awareness Week 21/22 November 2017

NQICAN running QI theatre in conjunction with HQIP.

Action: There are some passes available – contact Carl if you want to attend.

Action: Expressions of interest by 15th September to Carl if you want to present in the QI Theatre now as HQIP need to firm up agenda - All

Dates For Future Meetings

The problem of securing meeting rooms was discussed. It was agreed that the meetings needs to be in London for the travel infrastructure, or we will start to incur cost for members requiring overnight stays for venues further afield.

Action – Contact Richard’s team to firm up venue/date for November/December meeting. Julie Hancocks

Action – Contact Richard’s team to firm up venue/dates for March 2018 and if possible June 2018 meetings. Julie Hancocks

8 Any Other Business

Clinical Audit Poster Competition for Non-Medics

East Midlands are considering a Clinical Audit Competition for Non-Medics. This will take the form of a poster submission for the region, and wondered whether this could be expanded to each region so that there could then be a national winner. If this became national, could it then be badged with NQICAN.

Timelines etc to be discussed at the Network Meeting next week.

Action – Add to forum for discussion – Marina Otley

7 Day Service Audit

20 Sept to 18 October. Submission date of 29 October.

Michael Spry has had a meeting with his local lead, who has offered to come to support data collection in the AMU.

For this round they are only looking at Standard 2 (14 hour review).

Stuart has also been involved in a pilot which will pull part of the data from the hospital systems, but this now stalled.