



**Actions Arising from National Quality Improvement (inc Clinical Audit) Network (N-QI-CAN) meeting held on 20 March 2019 in Room 125a Skipton House, NHS England, Elephant and Castle, London SE1 6LH**

**Present:**

Carl Walker (NQICAN Chair)  
Sue Venables – General Secretary  
Vicky Patel (YEARN)  
Deb Kershaw (GMCAN)  
Josefina Gil Moya (EoECAN)

Donna Staples (East Mids)  
Sarah Byrne (MCAN)  
Sarah Chessell (SWANS)  
Laila Gregory (L-QI-CAN)  
Catherine Dunn (NWMHCAN)

Tracy Millar (MEAW)  
Tracey Deadman (SCCAN)  
Janette Mills (C&LN)  
Alka Anoop (EoECAN)  
Denise Thompson (SCAN)

**Co-opted members**

Kim Rezel (HQIP)  
Lara Amusan (RCP)

Bonnie Wiles (RCP)  
Sally Cavanagh (NHSE)

Richard Arnold (NHSE)  
Mark Hannigan (RCPCH)

**In attendance:**

Laura Hibbs, QSIR, NHSI  
Chris Dadson, HQIP

**Apologies**

Julie Hancocks – Communications officer  
Linda Chadburn

Susan Latchem, HQIP

Rachel Tebay, RCP

Supporting papers & presentations for the meeting are available to view on the NQICAN Networking & Sharing Forum (NNSF) - [link](#)

<b>RAG Status Key:</b>	<b>5</b> Complete	<b>4</b> On Track	<b>3</b> Some Delay or no update received.	<b>2</b> Significant Delay – unlikely to be completed as planned	<b>1</b> Not yet commenced
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### N-QI-CAN Action Notes – 20 March 2019 meeting

Ref	ITEM / ACTION	BY WHOM	BY WHEN	RAG
	<b>Items 1.1 &amp; 1.2 Closed session for NQICAN officers and regional network chairs (RNC)</b>			
<b>1</b>	<b>Unresolved actions from previous meeting</b>			
1.1	CW/SV to advertise for volunteers to help with Forum administration and development.	CW/SV	Jun-19	3
1.2	MS/CW to clarify Getting it Right First Time (GIRFT) role alongside the National Clinical Audit agenda.	CW	Jun-19	3
1.3	JH to continue to try and set up a nhs.net account for NQICAN so that emails can be sent out from this account (gmail account does not always get through NHS spam filters).	JH	Mar-19	4
1.4	NQICAN chair post currently funded via HQIP. Would be more independent if funded from NHSE. CW to discuss with RA.	CW/RA	Apr-19	4
1.5	Agreed that published costs of NCAs do not include the hidden costs to trusts to collect all the data. NQICAN to set up a T&F group to cost this out next year and review YEARN paper on NCAs.	CW	Apr-19	1
1.6	Case ascertainment for quality accounts – currently no progress on this issue but NHSE/HQIP are aware. NCEPOD send out a helpful statement to trusts. RA – to look to asking NCA providers to produce a similar statement. Unlikely to be any changes this year.	RA	Mar-19	3
<b>2</b>	<b>NHS England Update Paper B - Richard Arnold HQIP Update Paper C – Kim Rezel</b>			
2.1	HQIP and NHSE have implemented a new slicker internal process for publishing National Clinical Audits to ensure they are published schedule. The reports will now be published as part of NHSE Super Thursdays. Networks to flag any delays to RA / HQIP.	<b>ALL</b>	Continuous	5
2.2	HQIP currently scoping out the reporting process for all NCAPOP – plan is to standardise reports with National Clinical Audit Benchmarking (NCAB) summary and infographics to support full reports. KR to provide further details around current NCAB consultation and rollout plan across all NCAPOP.	<b>KR</b>	Jun-19	5
2.3	Chris Dadson new business development lead at HQIP is looking at new business opportunities. CW to meet with CW to discuss / plan any potential collaboration.	<b>CD / CW</b>	Apr-19	5
2.4	Members to send a list of all projects that ask for additional fees and whether they are on the QA list to KR.	<b>ALL</b>	Apr-19	4
2.5	Request that NHSE/HQIP list individual audits in the Quality Account list rather than 'programme' HQIP will discuss with NHSE.	<b>RA/KR</b>	Jun-19	3
2.6	CW to consider whether NQICAN can set up a template for the National Clinical Audit section of the 19/20 Quality Account.	<b>CW</b>	Dec-19	1
2.7	If any trusts have service users engaged with NCA, raise awareness with them about the developments on HQIP webpage and encourage them to engage with HQIP. Kim Rezel to give presentation at future meeting about her work with involving patients in clinical audit and other QI.	<b>ALL / KR</b>	Continuous	5

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2.8	Confirmed clinical audit awareness week will be week beginning 25th November 2019. HQIP and NQICAN will collaborate together on 2019 – CW & KR to set-up telecom.	CW / KR	Jun-19	4
2.9	HQIP to provide links to their weekly bulletin on their website.	KR	Jun-19	5
2.10	NHSE/HQIP to look into this head and neck clinical audit on QA list for this year but Trusts cannot submit data and they have not published data from 2016.	RA/KR	May-19	5
2.11	CW/RA to feedback concerns raised on NNSF and CASC Annual Survey in regards to NCA burden for Acute Trusts / increase NCA coverage for community, mental health, primary care and care homes with Celia Ingham Clark Chair of Quality Board.	CW/RA	Jun-19	4
2.12	HQIP / NHSE to share / review CASC Annual Survey findings. Final report due to be published in April.	KR / RA	Apr-19	
<b>3.0</b>	<b>Quality, service improvement and redesign (QSIR) Course Presentation</b>			
3.1	QSIR to include clinical audit in future course updates – SC/CW to review content once drafted.	Laura Hibbs, SC / CW	Sep-19	3
3.2	SC to provide QSIR training for NQICAN members at a future meeting	SC	Sep-19	1
3.3	All members to share QSIR course details with network members and consider attending national / local training	ALL	Continuous	5
<b>4.0</b>	<b>Chairs Update Presentation</b>			
4.1	CW / SV to draft guidance for members and our networks in terms of collaborating with and/or cascading information from private companies. In the meantime CW advised it was best to use the forum to share information and not use email unless clearly beneficial to network members.	CW/SV	Jun-19	3
4.2	CW / SV to seek guidance from RA on seeking sponsors for network meetings. Aim to develop list of potential meeting sponsors so that regional networks can approach them for funding.	CW/SV/RA	Jun-19	5
4.3	When training is provided to a region, evaluation should be shared with CW so that it helps decide if the training would be good value for other regions.	All	Continuous	5
4.4	NNSF – 17% of members have never logged on. CW to send an email to ask if they still wish to be members. Dedicated forum support will be helpful with this. Need to promote more sharing on the forum as many members have never posted.	CW / All	Apr-19	5
4.5	CW is able to provide a list of who is registered on NNSF for each network – all to request if needed.	ALL	Continuous	5
4.6	YEARN members only sub-forum on NNSF implemented successfully. Members to contact CW if they would like one setting up for their network.	All	Continuous	5
4.7	CW / JH to set up nhs.net email address to use for forum so NNSF emails (currently gmail) don't get blocked by NHS spam filters.	CW / JH	Jun-19	4
4.8	CW to develop business plan for coming year following discussions with RA with the aim of making our work more sustainable. Decision on network funding to be agreed at next meeting. Usual process for seeking funds to continue in meantime.	CW / RA	Jun-19	4
4.9	Guidance on use of Survey Monkey approved – CW to upload onto website. Members encouraged to share this across networks and with NCA providers if practice not followed.	CW / All	Apr-19	5

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4.10	Congratulations to Sheffield Children’s NHS Foundation Trust for winning first sharing a success. CW to provide prize of free place at summit and send certificate to leads.	<b>CW</b>	Mar-19	<b>5</b>
4.11	Each network to aim to share at least one success per year on the NNSF.	<b>ALL</b>	Continuous	<b>3</b>
4.12	Piktograph has been purchased to help NQICAN with infographics. CW to look into setting up network accounts and seek volunteers to test.	<b>CW</b>	May-19	<b>4</b>
4.13	Sarah to write up her success with sharing slides at Network. Suggest that each organisation shares a success (on one slide) at their regional meetings.	<b>SC</b>	Jun-19	<b>5</b>
<b>5.0</b>	<b>Review of NQICAN survey results – Paper K</b>			
5.1	Thanks to T&F group (SC, VP, DT, JH, CW) for delivering the survey to time and network members for completing the survey. All chairs to send the number of members on their distribution list to CW so that we can calculate network return levels.	<b>ALL</b>	Apr-19	<b>3</b>
5.2	CW to analyse data and present at Summit	<b>CW</b>	Mar-19	<b>5</b>
5.3	CW to send regional networks relevant feedback from the survey and each network to take action as required.	<b>CW / ALL</b>	Apr-19	<b>5</b>
5.4	Full report to be produced and action plan developed at June meeting following discussion at Summit and T&F group.	<b>CW</b>	Jun-19	<b>4</b>
<b>6.0</b>	<b>Plan for development of On-line Training Resources (Paper L)</b>			
6.1	Need help with identifying links to resources that could be added. CW to put gap analysis on google documents so everyone can add anything that’s been missed. Link with NQICAN survey findings.	<b>ALL / CW</b>	Jun-19	<b>3</b>
6.2	If anyone adds a good practice example, please include name/network. VP to share Linking Risk and Clinical audit by way of example as a shared case study.	<b>ALL / VP</b>	Jul-19	<b>3</b>
<b>7.0</b>	<b>Date and Time of next meeting</b>			
	11 <sup>th</sup> June 2019 10:30 – 15:30	Skipton House , Elephant and Castle London		