



Actions Arising from National Quality Improvement (inc Clinical Audit) Network (N-QI-CAN) meeting held on 5 December 2018 in Room 102a 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)

Donna Staples (East Mids)
Sarah Byrne (MCAN)
Sarah Chessell (SWANS)

Tracy Millar (MEAW)
Tracey Deadman (SCCAN)
Janette Mills (C&LN)

Co-opted members

Kim Rezel (HQIP)

Elizabeth Fagan (RCP)

Richard Arnold (NHSE)

Apologies

Julie Hancocks – Communications officer
Catherine Dunn

Susan Latchem
Denise Thompson

Laila Gregory
Nicola Porter

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

RAG Status Key:	5 Complete	4 On Track	3 Some Delay or no update received.	2 Significant Delay – unlikely to be completed as planned	1 Not yet commenced
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	ITEM / ACTION	BY WHOM	BY WHEN	RAG
	Items 1.1 & 1.2 Closed session for NQICAN officers and regional network chairs (RNC)			
1.1	Unresolved actions from previous meeting			
	<ul style="list-style-type: none"> CW/SV to advertise for volunteers to help with Forum administration and development. 	CW/SV	Jun-19	3
	<ul style="list-style-type: none"> CW to liaise with NHS England (NHSE) (RA) to establish where the funding is coming from for all the national clinical audits in terms of subscriptions. 	CW/RA	Dec-18	5
	<ul style="list-style-type: none"> MS/CW to clarify Getting it Right First Time (GIRFT) role alongside the National Clinical Audit agenda. 	CW	Jun-19	3
	<ul style="list-style-type: none"> CW & Linda to share feedback with HQIP from local audit perspective and inform future meetings. 	CW/LC	Mar-18	5
	<ul style="list-style-type: none"> Members asked RA (NHSE) for more transparency around delays in publishing National Clinical Audit reports. RA to look into this and feedback at next meeting 	RA	Dec-18	5
	<ul style="list-style-type: none"> RA to confirm future plans for 7 Day service survey 	RA	Oct-18	5
1.2	New actions agreed from matters arising / NNSF / feedback from regional meetings			
	<ul style="list-style-type: none"> New style action minutes agreed. NQICAN officers to produce action minutes going for future meetings. 	CW/SV	Dec-18	5
	<ul style="list-style-type: none"> 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	3
	<ul style="list-style-type: none"> CW to set up a members only section of the NNSF for YEARN members to test sharing sensitive content and VP to feedback views from members if successful. 	CW/VP	Mar-19	4
	<ul style="list-style-type: none"> NQICAN chair post currently funded via HQIP. Would be more independent if funded from NHSE. CW to discuss with RA. 	CW/RA	Apr-19	1
	<ul style="list-style-type: none"> CW to share Proof of Concept Pilot process and data sharing agreement with Netsolve and NICE and pilot trusts at next meeting. 	CW	Mar-19	1
	<ul style="list-style-type: none"> Making Clinical Audit Data count video now live on NQICAN You-tube channel (link). CW to share link to NNSF and twitter. All to promote. 	CW / ALL	Dec-18	5
	<ul style="list-style-type: none"> Agreed to continue to encourage NNSF members to share their successes on the forum – quarterly prizes to help incentivise – free place at clinical audit summit for most viewed / downloaded success shared by 1st March. 	CW	Mar-19	5
	<ul style="list-style-type: none"> NQICAN to share best successes in public domain - website and social media (with consent of leads) to help promote clinical audit and other QI projects. 	CW	Mar-19	1
1.3	Discussion Paper re Development of On line Training Resources (Paper C) – Tracy Millar			
	<ul style="list-style-type: none"> Proposal agreed. TM & CW to set up T&F group to undertake gap analysis of online / self-directed training resources currently available and devise plan/framework and present back at next meeting. 	TM/CW	Mar-19	4
	<ul style="list-style-type: none"> VP volunteered to develop a video training resource for risk assessing clinical audit results based on successful session at recent YEARN – CW to provide funding if required to help produce video. 	VP / CW	Apr-19	4

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1.4	Developing a vision / sustainable model for NQICAN & our networks / local clinical audit.			
	<ul style="list-style-type: none"> Agreed new vision / strategy / plan required for NQICAN and our regional networks which covers local clinical audit and other QI. Sustainable model going forward needs to be developed alongside business case. 	CW	Apr-19	4
	<ul style="list-style-type: none"> CW to set-up T&F group to undertake evaluation and consultation of our members and clinical audit lead clinicians. Survey to be undertaken during February and results feedback at national meeting. All members to contact CW if interested in helping develop survey. 	CW / ALL	Mar-19	4
	<ul style="list-style-type: none"> CW to discuss with HCUK re NQICAN leading on March's clinical audit summit 	CW	Dec-18	5
1.5	NHSI QSIR course – update on including Clinical Audit – Presentation by SC			
	<ul style="list-style-type: none"> SC provided brief presentation with feedback on QSIR course and an update on progress with working with NHSI to include clinical audit as part of the course / handbook in future. SC to invite Laura Hibbs - ACT Academy Manager (QSIR) to attend next meeting. Sarah now trained as a tutor so could run a bespoke course for NQICAN if required. 	SC	Mar-19	5
1.6	NHS England Update (not included elsewhere) Paper B - Richard Arnold (no paper was provided)			
	<ul style="list-style-type: none"> Sub group of the National Quality Board focusing on national clinical audit / NCAPOP has been sent up and CW has been invited to be a member. CW to attend and feedback at next meeting. 	CW	Mar-19	5
	<ul style="list-style-type: none"> Following recent HSJ article on process for signing off National Clinical Audit reports and the current backlog - NHSE and HQIP have met to review the process to ensure it is more timely and back logs like the current one do not occur again in the future. 	RA	Dec-18	5
	<ul style="list-style-type: none"> NHSE are currently reviewing strategy for NCAPOP topic selection alongside process for how NCAs are decommissioned and become business as usual. QI goals need to be set at the start. Issues around data extraction have limited development of 1° care audits. RA to feedback at next meeting. 	RA	Mar-19	4
	<ul style="list-style-type: none"> Agreed that published costs of NCAs do not include the hidden costs to trusts to collect all the data. NQICAN to consider setting up a T&F group to cost this out next year and review YEARN paper on NCAs. 	CW	Apr-19	1
	<ul style="list-style-type: none"> 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	1
	<ul style="list-style-type: none"> SC to email RA with blood and transplant audit data quality issue so that RA can raise with Public Health England. 	SC/RA	Jan-19	3
1.7	HQIP Update (not included elsewhere) – Paper F Kim Rezel			
	<ul style="list-style-type: none"> Ethical concerns raised around methodology used in the current End of Life Audit. KR/RA agreed to follow-up and feedback accordingly as its part of NCAPOP. 	KR/RA	Jan-19	3
	<ul style="list-style-type: none"> Concerns noted that the report for 'Saving Faces' (Head and Neck CA) Project has not been published. KR/RA to look into what has happened. 	KR	Jan-19	4
	<ul style="list-style-type: none"> HQIP currently scoping out the reporting process for all NCAPOP – plan is to standardise reports with 	KR	Dec-18	5

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	NCAB covering summary and infographics to support full reports. KR to provide further details around current NCAB consultation and rollout plan.				
	<ul style="list-style-type: none"> All to promote the HQIP national audit and enquires directory (link) across networks as this provides information for all NCAs not just the NCAPOP. CW to promote on NNSF and twitter. KR to review PPI posts on NNSF and see what HQIP can do to help promote more PPI in clinical audit and perhaps discuss at future meeting. 	ALL/CW	Dec-18	5	
		KR	Jan-19	5	
1.8	Review of Clinical Audit Awareness Week (CAAW) (Paper G)				
	<ul style="list-style-type: none"> All agreed that CAAW18 had been a success and the NQICAN e-pack (which has been downloaded 800 times) and our members had helped to contribute to its success. NQICAN to update e-pack for next year and continue to take more of a lead on the week. Date for CAAW19 to be agreed at next meeting. KR agreed to feedback to HQIP the request that a formal email and certificate is sent to Audit Heros and winners consent sought prior to publishing award on twitter. CW to order NQICAN badges and rulers and send out to trusts that went above and beyond during CAAW18. 	ALL	Mar-19	4	
		KR	Dec-18	1	
		CW	Jan-19	5	
7.0	Chairs Update Presentation – Carl Walker				
	<ul style="list-style-type: none"> CW to share feedback from trip to Saudi Arabia on NNSF All to ensure plans and invoices for network expenditure in 18/19 to be sent direct to CW for approval JH has agreed to be the official NQICAN accountant as part of her communications officer role to help support CW. 	CW	Dec-18	5	
		ALL	Apr-19	4	
		JH	Dec-18	5	
8.0	Date and Time of next meeting				
	20 th March 2019 10:30 – 15:30 Room 125A Skipton House , Elephant and Castle London				