

Board of Directors Meeting: Thursday 3 September 2009

BD2009.80

|   |  |                  |        |             |
|---|--|------------------|--------|-------------|
| Subject   | Compliance with Core Standards 2009/2010   |                  |        |             |
| Purpose of paper  | <p>To provide a situation report on current compliance with core standards and to highlight areas of concern, particularly in relation to compliance reviews and assessment of supporting evidence.</p> <p>The Care Quality Commission (CQC) will seek a declaration on compliance for the first seven months of the year (to 31 October) in November 2009.</p> <p>All Board and sub-Board leads have been asked to develop their evidence in support of assurance on compliance. This will be made available for review by the Board as part of the declaration process in November 2009. The declaration will be made public as in previous years</p> <p>Standards C4a: infection control, C4c: decontamination, and the cleanliness element of C21 are not being assessed this year because of the registration with CQC effective from 1 April 2009.</p> |                  |        |             |
| Board Lead  | Mrs Elaine Strachan-Hall, Director of Nursing and Clinical Leadership  |                  |        |             |
| Background papers (if any)  | -  |                  |        |             |
| Action/decision required  | To <b>consider</b> the report on compliance, and to <b>approve</b> any further actions required to provide assurance to the Board for the declaration process  |                  |        |             |
| Key purpose   | Strategy   | <u>Assurance</u> | Policy | Performance |
| Strategic Goals   | All  |                  |        |             |
| Strategic Objectives  | All  |                  |        |             |
| Links to Board Assurance Framework/ Trust Risk Register/Annual Health Check element(s)/CQC Registration | Compliance with all core standards supports the Trust's strategic objectives, and mitigates against risks to them. CQC will expect all NHS Trust to remain compliant with core standards throughout 2009/10  |                  |        |             |
| Also considered by  | Care Quality Board   |                  |        |             |

## Oxford Radcliffe Hospitals

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| Resource and financial impact                                    | –  |
| Consideration of legal/equality/diversity/engagement/risk issues | Included within individual standards   |
| Acronyms and abbreviations used                                  | C: compliant<br>C-R: compliance under review<br>CS: core standard<br>NC: non compliance<br>WR: work required and in progress |
| Author   | Mrs Megan Turmezei, Associate Director of Governance   |

## Oxford Radcliffe Hospitals

| CS  | Key focus of standard  | Board of Directors Lead                                      | Sub-Board lead  | NC  | WR | C-R | C |
|-----|--|--|---|---|----|-----|---|
| C1a | Patient safety & incidents; learning & analysis                | Director of Nursing & Clinical Leadership                    | Directors of Operations<br>Associate Director of Safety, Quality and Risk | Compliant   |    |     |   |
| C1b | Acting on patient safety notices etc - SABS                    | Director of Nursing & Clinical Leadership                    | Directors of Operations<br>Associate Director of Safety, Quality and Risk | Compliant   |    |     |   |
| C2  | Child protection & safeguarding                                | Director of Nursing & Clinical Leadership                    | Director of Operations C<br>Lead Nurse, Child Protection                  | Compliant   |    |     |   |
| C3  | NICE interventional procedures                                 | Medical Director & Director of Nursing & Clinical Leadership | Directors of Operations<br>Associate Director of Safety, Quality and Risk | Compliant   |    |     |   |
| C4a | Infection control systems and processes (link to Hygiene Code) | Medical Director (DIPC) to lead across all areas             | Infection Control Doctor and Manager                                      | Not assessed because of registration with CQC         |    |     |   |
| C4b | Medical Devices acquisition & use                              | Medical Director   | Director of Medical Physics and Clinical Engineering                      | Compliant - to be included in CEAC declaration review |    |     |   |
| C4c | Decontamination (link to Hygiene Code)                         | Medical Director   | Director of Estates & Facilities<br>Director of Operation B               | Not assessed because of registration with CQC         |    |     |   |
| C4d | Medicines management   | Medical Director/Director of Nursing & Clinical Leadership   | Clinical Director, Medicines Management                                   | Compliant   |    |     |   |
| C4e | Waste management   | Director of Finance  | Director of Estates & Facilities  | Compliant   |    |     |   |
| C5a | NICE technology appraisals                                     | Medical Director/Director of Nursing & Clinical Leadership   | Directors of Operations<br>Associate Director of Safety, Quality          | Compliant   |    |     |   |

## Oxford Radcliffe Hospitals

| CS       | Key focus of standard                                 | Board of Directors Lead   | Sub-Board lead and Risk   | NC  | WR | C-R | C |
|----------|---|---|---|---|----|-----|---|
| C5b      | Supervision & leadership of clinical care & treatment | Medical Director/Director of Nursing & Clinical Leadership  | Directors of Operations Divisional Chairs   | Work required and in progress (ref clinical supervision in clinical oncology) |    |     |   |
| C5c      | Continuous updating of skills for clinicians          | Medical Director/Director of Nursing & Clinical Leadership  | Directors of Operations Divisional Chairs   | Compliant   |    |     |   |
| C5d      | Clinical audit & clinical reviews                     | Medical Director  | Directors of Operations and Divisional Chairs<br>Associate Director of Safety, Quality and Risk | Compliant   |    |     |   |
| C6       | Whole system working for individual patient needs     | Chief Operating Officer   | Director of Operations A  | Compliant   |    |     |   |
| C7a & 7c | Governance & risk                                     | Director of Nursing & Clinical Leadership   | Associate Director of Governance<br>Associate Director of Safety, Quality and Risk              | Compliant   |    |     |   |
| C7b      | Probity & Honesty                                     | Director of Nursing & Clinical Leadership   | HR Business Manager<br>Associate Director of Governance   | Compliant   |    |     |   |
| C7e      | Human rights, diversity, equality                     | Director of Nursing and Clinical Leadership<br>Director of Human Resources & Organisational Development | HR Business Manager   | Compliant   |    |     |   |
| C8a      | Whistle blowing                                       | Director of Human Resources & Organisational Development  | HR Business Manager   | Compliant   |    |     |   |
| C8b      | Organisational development                            | Director of Human Resources & Organisational Development  | HR Business Managers  | Compliant   |    |     |   |

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| CS         | Key focus of standard & minority groups            | Board of Directors Lead  | Sub-Board lead   | NC   | WR | C-R | C |
|------------|--|--|--|--|----|-----|---|
| C9         | Records management (& training)                    | Organisational Development<br>Director of Nursing & Clinical Leadership<br>Director of Finance | Head of Health Records<br>Information Governance Manager | Compliant  |    |     |   |
| C10a & b   | Employment checks & professional codes of practice | Director of Human Resources & Organisational Development                                       | HR Business Managers                                     | Compliant  |    |     |   |
| C11 a      | Appropriate recruitment, training & qualifications | Director of Human Resources & Organisational Development                                       | HR Business Managers                                     | Compliant  |    |     |   |
| C11b       | Mandatory training                                 | Director of Nursing and Clinical Leadership  | Training and Development Manager                         | C-R - report being prepared on mandatory training and take up  |    |     |   |
| C11c       | Professional & occupational development            | Director of Nursing and Clinical Leadership  | Training and Development Manager                         | C-R  |    |     |   |
| C12        | Research governance                                | Medical Director   | Head of Research   | Compliant  |    |     |   |
| C13 a      | Privacy & Dignity                                  | Director of Nursing & Clinical Leadership  | Deputy Director of Nursing                               | C-R - work continuing to complete building works in support of same sex accommodation - communications to be implemented - to be included in CEAC declaration review |    |     |   |
| C13b       | Consent & use of information                       | Director of Nursing & Clinical Leadership  | Information Governance Manager                           | Compliant  |    |     |   |
| C13c       | Confidentiality of Information                     | Director of Nursing & Clinical Leadership  | Information Governance Manager                           | Compliant  |    |     |   |
| C14a, b, c | Information re complaints & proper processes &     | Director of Nursing & Clinical Leadership  | Deputy Director of Nursing                               | Compliant  |    |     |   |

## Oxford Radcliffe Hospitals

| CS           | Key focus of standard   | Board of Directors Lead  | Sub-Board lead   | NC   | WR | C-R | C |
|--------------|---|--|--|--|----|-----|---|
|              | learning  |  |  |  |    |     |   |
| C15 a, b     | Food choice & 24 hours  | Director of Nursing and Clinical Leadership<br>Director of Finance | Director of Estates & Facilities<br>Associate Directors of Nursing | Compliant  |    |     |   |
| C16          | Patient & corporate information   | Director of Nursing & Clinical Leadership                          | Director of Communications   | Compliant  |    |     |   |
| C17          | View of patients & carers, designing, delivering, planning & improving healthcare | Director of Nursing & Clinical Leadership                          | Patient and Public Engagement lead<br>Directors of Operations      | Compliant  |    |     |   |
| C18          | Equality of Access  | Chief Operating Officer  | Directors of Operations  | Compliant  |    |     |   |
| C20a         | Safe & secure environment   | Director of Finance  | Director of Estates & Facilities                                   | Compliant  |    |     |   |
| C20b         | Care environment privacy & confidentiality  | Director of Nursing & Clinical Leadership                          | Director of Estates & Facilities<br>Associate Directors of Nursing | Compliant  |    |     |   |
| C21          | Environment, maintenance & cleaning   | Director of Finance  | Director of Estates & Facilities                                   | Compliant - environment and maintenance                  |    |     |   |
|              |   |  |  | Cleaning - not assessed because of registration with CQC |    |     |   |
| C22 a, b & c | Health promotion in local community   | Medical Director   | Patient and Public Engagement lead                                 | Compliant  |    |     |   |
| C23          | Health promotion to meet NSFs etc on obesity, smoking, substance misuse etc       | Medical Director   | Patient and Public Engagement lead                                 | Compliant  |    |     |   |

## Oxford Radcliffe Hospitals

| CS  | Key focus of standard | Board of Directors Lead | Sub-Board lead             | NC        | WR | C-R | C |
|-----|-----------------------|-------------------------|----------------------------|-----------|----|-----|---|
| C24 | Emergency planning    | Chief Operating Officer | Director of Operations (A) | Compliant |    |     |   |