Clinical Care and Governance Development

Aim: - To design and implement a streamlined assurance framework, that embeds clinical and care risk management, improvement and assurance across our integrated system and provides safe, effective and person centred care.

This action plan was determined through the translation of ideas generated at the workshop on 8 January 2020.

This action plan and subsequent progress will be reported to Clinical and Care Committee.

To fully progress these actions will require involvement with a wide variety of stakeholders from Health and Social Care Moray staff, NHS Grampian and Aberdeenshire and City HSCP, Professional Leads and Clinical Care Governance Committee.

	Required Action	Progress	Update	Lead	Timescale
A	**Analysis of current arrangements**				
1	Examine meeting structures around clinical and care governance including purpose, attendance, links, frequency and opportunities or issues	Phase 1 completed Phase 2 In progress	Progressed and reported to MIJB 29/9/20 Public Protection aspects and links to NHS Grampian Clinical Risk Management Group to be incorporated in HSCM Governance framework – in progress	JN	~~March 2021~~ will be completed by March 2022
		Phase 3 In progress	Children and Families governance arrangements to be reviewed within the proposal for Integration with MIJB. This timeline requires to be extended as the timeline for the request for approval to proceed with integration has extended.	JM/TG	~~By March 2022~~ August 2022

2	Self-assessment against current standards identified by professional leads, including communication mechanism of performance information	Not yet started	Development of communication mechanism for performance been suspended due to Covid.	Professional Leads/ JN/PMalloy	~~June – Sept 2021~~ August 2022
3	Review current use of DATIX and carry out an option appraisal for development opportunities	underway	This work started but had to be suspended due to Covid. To be taken forward following the ASP inspection when staff resource will be released.	JN/PM	~~Sept - Dec 2021~~ May to July 2022
4	Seek any identified good practice in other Boards	ongoing	Ongoing through Clinical and Care Governance Group members and networks	All	
B	**Planning the future model**				
1	Consider the output of the analysis	completed	Report submitted to CCG in February 2020		
	Identify opportunities to connect to the language used in PAIR (Performance, Assurance, Information and Risk)	completed	discussed at Clinical and Care Governance Group 4/4/21	All	Jan – Mar 2021
2	Design a revised governance structure including :- **Phase 1:-** Roles - accountability, responsibility, Communication - meeting structures, reports **Phase 2:-** Performance – measures and dashboards, **Phase 3:-** Culture - staff appraisals	In progress	Design reported to MIJB 29/9/20. Phase 1 completed **Phase 2** – indicators / measures have been identified but work required to collate into an appropriate dashboard **Phase 3** Workforce planning to be undertaken and appraisals will be an integral part of this	Clinical leads / CSWO/ JN/ P Merchant	May – July 2021 ~~March – July 2021~~ Dec 2022

			exercise. This has been delayed due to Covid		
3	Consult on the revised governance structure	completed	Phase 1 completed - high level governance structure	J Netherwood	Dec 2020
			Phase 2 – review and consult on process for information flow between groups and Clinical and Care Governance Group.	J Netherwood/ P Merchant	March 2021
4	Identify training requirements	ongoing	Will be identified via employee appraisals, workforce planning	Clinical Leads, CSWO, managers	
C	**Implement the model**				
1	Build a culture of engaged and motivated staff:-				
	Ensure all staff are informed of the new model and their individual and team roles	Suspended due to Covid		Clinical Leads, CSWO, managers	
	Ensure all staff are trained to the required standards	ongoing	Staff training in essential skills has been ongoing. There will be some training to catch up on following Covid	Clinical Leads, CSWO, managers	
	Embed regular appraisal and performance management in teams	Suspended due to Covid		Clinical Leads, CSWO, managers	
	Develop reflective practice and shared learning opportunities within teams and across the system	Suspended due to Covid	Identify opportunities and facilitate discussions and training opportunities	P Merchant	
D	**Review the model**				

	Follow up workshop to review progress, any areas requiring further attention and any development opportunities	Suspended due to Covid	Will be scheduled once teams are out of lockdown and operating "business as usual "		Proposal April /May 2022