

## Minutes

**From the:** Quality Committee  
**Held on:** 19<sup>th</sup> June 2018  
**Time:** 1.00-4.30pm  
**Venue:** Board Room, Farm Villa, Maidstone, Kent.

### Members: Name

### Initials

### Job Title

[REDACTED]	[REDACTED]	Chair, Non-Executive Director
[REDACTED]	[REDACTED]	Non-Executive Director
[REDACTED]	[REDACTED]	Executive Medical Director
[REDACTED]	[REDACTED]	Executive Director of Nursing and Quality
[REDACTED]	[REDACTED]	Jon Stock
[REDACTED]	[REDACTED]	Deputy Director of Safety and Quality
[REDACTED]	[REDACTED]	Trust Risk Manager
[REDACTED]	[REDACTED]	Consultant Clinical Psychologist , Trust Operational Professional & Strategic Lead for Psychological Practice

### In attendance:

[REDACTED]	[REDACTED]	Assistant Trust Secretary
[REDACTED]	[REDACTED]	Acute Service Manager
[REDACTED]	[REDACTED]	Head of Service Community EK

### Invited / Observing:

### Apologies:

[REDACTED]	[REDACTED]	Vice Chair, Non-Executive Director
[REDACTED]	[REDACTED]	Trust Professional Lead for Allied Health Professions
[REDACTED]	[REDACTED]	Chief Operating Officer
[REDACTED]	[REDACTED]	Deputy Chief Operating Officer
[REDACTED]	[REDACTED]	Interim Head of Service Community North and West

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<div data-bbox="188 336 354 369" data-label="Text">[REDACTED]</div>	<div data-bbox="411 336 770 369" data-label="Text">[REDACTED]</div> <div data-bbox="411 409 1442 481" data-label="Text">[REDACTED]</div>
<div data-bbox="188 519 354 553" data-label="Text">[REDACTED]</div>	<div data-bbox="411 519 906 553" data-label="Text">[REDACTED]</div> <div data-bbox="411 593 1442 665" data-label="Text">[REDACTED]</div>
<div data-bbox="188 703 354 736" data-label="Text">[REDACTED]</div>	<div data-bbox="411 703 1158 736" data-label="Text">[REDACTED]</div> <div data-bbox="411 777 1442 848" data-label="Text">[REDACTED]</div> <div data-bbox="411 889 1442 1032" data-label="Text">[REDACTED]</div>
<div data-bbox="188 1070 354 1104" data-label="Text">[REDACTED]</div>	<div data-bbox="411 1070 1166 1104" data-label="Text">[REDACTED]</div> <div data-bbox="411 1144 1442 1256" data-label="Text">[REDACTED]</div> <div data-bbox="411 1296 1442 1843" data-label="Text">[REDACTED]</div> <div data-bbox="411 1883 1442 2051" data-label="Text">[REDACTED]</div>





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<b>2018/19-54</b>	<p><b>Serious Incident High Level Actions Report</b></p> <p>The Quality Committee <b>RECEIVED</b> the Serous Incident Report for discussion.</p> <p>The committee were informed that during 2017 there were six reported serious incidents of a homicide nature, however one was later downgraded. The paper provides an updated position on progress against each of the high level action plans.</p> <p>The action plans are regularly reviewed and discussed at monthly Care group meetings and periodically at TWPSMRG meetings, where completed actions are signed off. The QC was assured that the actions were being completed in a timely manner and that there were no common themes from the cluster of incidents.</p> <p>It was noted that although Datix will pick up risks, it was thought that these may not be shared across care groups</p> <p>The committee agreed that the QC should be sighted on the high level action plans.</p> <p>CK suggested that complete investigation reports for the most serious incidents including DHRs should be made available to Non-Executive Directors.</p>
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<b>2018/19-56</b>	<p><b>Items to refer to the Trust Board</b></p> <ul style="list-style-type: none"> <li>■ <div style="background-color: black; width: 140px; height: 15px;"></div></li> <li>■ <div style="background-color: black; width: 150px; height: 15px;"></div></li> <li>■ <div style="background-color: black; width: 40px; height: 15px;"></div></li> <li>■ <div style="background-color: black; width: 100px; height: 15px;"></div></li> <li>■ <div style="background-color: black; width: 210px; height: 15px;"></div></li> </ul>

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