

Action Log prepared for the Board meeting held in public on 2nd April 2020

Actions with no date due or RAG rating are on hold and will be logged for follow up later.

Ref	Paper/Agenda Item Ref	Board meeting Date action arose	ACTIONS	Resp	Date Due	Progress	RAG
7.4	Integrated Quality & Operational Compliance Report	29.01.20	Develop an integrated approach to external communications on preventative measures across the community.	JF			
7.6	Integrated Quality & Operational Compliance Report	29.01.20	Review learning from deaths reporting to the Board.	AG			
11.6	Guardian of Safe Working	29.01.20	Investigate whether satellite doctors' mess could be a shared space and consult with Junior Doctors Forum if possible.	JKW	02.04.20	Funding is ring-fenced to doctors in training.	
11.9	Guardian of Safe Working	29.01.20	Follow up issues around bank shift payments and inclusion of all doctors in the safe working reporting mechanisms.	KC			
26	Questions from the Public	29.01.20	Consider what more could be done to reinforce to HCAs the value of their role to the organisation.	SBr			

Key	
	Completed
	On Track
	Some slippage
	Serious issue

JF = Jo Farrar
AG = Amira Girgis
JKW = Jane Wilson
KC = Kelvin Cheatle
SBr = Sally Brittain