ENCLOSURE 5
3/09/public/A11

Birmingham Women's NHS
NHS Foundation Trust

SUBJECT :	Healthcare Commission Annual Health Check
REPORT BY :	Jane Owen, Director of Nursing, Midwifery and Operations
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CONTEXT AND BACKGROUND FOR REPORT

As part of its 'Annual Health Check', the Healthcare Commission requires each NHS Trust to make a declaration of compliance or otherwise against the Standards for Better Health for the previous financial year. This year the Commission retains the twenty four core standards grouped into seven domains. The Trust's declaration must be submitted to the HCC by 30th April 2009. The report and third party commentaries will be presented to the Board of Directors for final approval on 23rd April.

KEY ISSUES FOR THE BOARD OF DIRECTORS' CONSIDERATION AND DECISION

The report provides an outline of the process undertaken to manage Standards for Better Health and an overview of the evidence used to enable a declaration to be made.

Overall, a standard can be rated as Compliant, Not Met or Insufficient Assurance.

The Trust is assessed as compliant with all the standards. This is an improvement on 2008-09 when there was non-compliance with C1a. The non-compliance with the first element of C1 was caused by inability to send data to the NPSA's National Reporting and Learning System for adverse incidents. All incidents have been uploaded this year.

RECOMMENDATIONS

The Board is asked to note the process which has been undertaken to enable a robust assessment of compliance and await the final declaration in April.

HEALTHCARE COMMISSION ANNUAL HEALTH CHECK

Background

As part of the Annual Health Check, the Healthcare Commission requires each NHS Trust to make a declaration of compliance or otherwise against the Standards for Better Health for the previous financial year. There are 24 core standards, grouped into 7 domains. A standard can be rated as "compliant", "not met" or "insufficient assurance".

Process

The Clinical Governance Directorate takes overall responsibility for the management of Standards for Better Health. This includes ongoing monitoring and collation of evidence. The Executive Lead for the process is Jane Owen, Director of Nursing, Midwifery & Operations.

In previous years there has been a collection of paper evidence to support assurance that the Trust complies with each of the standards. This year, for the first time, all of the evidence has been captured electronically. The Clinical Governance Manager has set up a database on the "U" drive for each of the standards and domains. An example of this template is attached. Each of the Directorates were asked to complete compliance against all of the standards and populate with evidence. This was returned to the Clinical Governance Directorate by the end of January 2009 and was then collated to give the Trust performance.

The team were then in a strong position to give an overview of the Trust's compliance against each of the standards and having reviewed all of the documentary evidence, it will be possible to state full compliance with all of the standards.

Next Steps

From the 2nd March 2009 there will be a Healthcare Commission form available on line for Trusts to complete in preparation for submitting their declaration. On the 3rd April 2009 the Clinical Governance Committee will review the Trust's declaration and supporting evidence. By this time third party commentaries should have been received from:-

Birmingham City Council – Health Overview & Scrutiny Committee
Birmingham Safeguarding Children's Board
South Birmingham Primary Care Trust
Birmingham Women's NHS Foundation Trust – Members Council

In preparation for this, each of the third parties have received a letter from the Chief Executive outlining some of the issues they may wish to comment on in the third party commentary, as well as an information sheet from the Healthcare Commission entitled "Top Tips for Third Party Commentaries".

As part of the whole process our internal auditors meet with the Lead Director and the Clinical Governance Manager to assess our level of assurance and compliance with the standards. The PCT also meet as they too have to make a declaration against Standards for Better Health and want confirmation of Trusts performance.

On the 23rd April 2009 the Board of Directors will be asked to sign off the declaration prior to submission by the 30th April 2009 to the Healthcare Commission. The Board are responsible for

ensuring governance and services comply with the standards. By the 22nd May 2009 all Trusts should publish their declaration.

Standard and Element	Compliance	Documentary Evidence	Location	Lead (s)	Comments
C2 Healthcare organisations protect children by following national child protection guidance within their own activities and in their dealings with other organisations.					
Element one The healthcare organisations have made arrangements to safeguard children under Section 11 of the Children Act 2004 having regard to statutory guidance entitled *Statutory Guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004*.	✓	**Committee Reports / Minutes** o Annual Report Child Protection o Annual Report Vulnerable Adults o Minutes of Board of Directors receiving Annual Reports o Clinical Governance Committee Papers including Serious Case Reviews o Annual Review of Serious Case Reviews **Trust Policies and Procedures** o Child Protection Procedures o Policy for Vulnerable People o Policy for the Emergency Protection of a Child Following Birth o Policy for the Care of Women Involved in Surrogacy Arrangements o Policy Mental Health o Policy Teenage Pregnancy o Policy Substance Misuse **Job Descriptions / Staffing** o Job Descriptions of specialist posts within Safeguarding team, including: – Named Nurse / Midwife – Named Doctor – Specialist Midwife for Substance Misuse – Specialist Midwife for Teenage Pregnancy – Specialist Midwife for Domestic Abuse / Mental Health – Admin Support Band 3 o Job Description for Board Lead / Safeguarding	Evidence\C2 Safeguarding Children\Element 1	Elaine Giles, Lead Nurse / Midwife for Safeguarding Children / Vulnerable Adults	

Standard and Element	Compliance	Documentary Evidence	Location	Lead (s)	Comments
		Champion o List of link Safeguarding Nurses/Midwives based in clinical areas **Training and Communication** o Training Strategy o Training Attendance o Level 1 – leaflet o Level 2 – training package o Level 3 – training package o Mental Capacity Act and Deprivation of Liberty Safeguards briefing papers for Clinical Governance Committee o Global Emails communicating new policies, training courses, legislation **Audit** o Audit Programme for Safeguarding Team			
Element two The healthcare organisation works with partners to protect children and participate in reviews as set out in *Working together to safeguard children* (HM Government, 2006).	✓	**External Committees** o South Safeguarding Children's Forum Minutes o Health Professional Advisory Group (Safeguarding) Minutes o MARAC Meetings **Joint Reviews** o Serious Case Review Case 5 o Case 5 Action Plan o Serious Case Review Case 7 o Serious Case Review Annual Report **Joint Training**	Evidence\C2 Safeguarding Children\Element 2	Elaine Giles, Lead Nurse / Midwife for Safeguarding Children / Vulnerable Adults	

Standard and Element	Compliance	Documentary Evidence	Location	Lead (s)	Comments
		o Global email for LSCB Neglect Course o Global email for BSCB Stop It Now course o Attendance at Interagency training o Mental Health / Safeguarding Course o CAF launch Global email			
Element three The healthcare organisation has agreed systems, standards and protocols about sharing information about a child and their family both within the organisation and with outside agencies, having regard to *Statutory guidance on making arrangements to safeguard and promote the welfare of children under section 11 of the Children Act 2004*.	✓	**Trust Policies and Procedures** o Draft Information Sharing Policy o Information Sharing Form o Common Assessment Framework form and action plan o Child Protection Procedures o Policy for Vulnerable People o Policy for the Emergency Protection of a Child Following Birth o Policy for the Care of Women Involved in Surrogacy Arrangements	Evidence\C2 Safeguarding Children\Element 3	Elaine Giles, Lead Nurse / Midwife for Safeguarding Children / Vulnerable Adults	

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