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ACTION/MATTERS ARISING FROM THE MEETING OF THE NHS SHEFFIELD CLINICAL COMMISSIONING GROUP GOVERNING BODY HELD IN PUBLIC on 6 June 2013

Minute	Item	Action to Take		Confirmation of action taken / still to take
73/13(b) 81/13(b) 126/13(a)	Development of CCG Commissioning Intentions for 2013/14	<ul style="list-style-type: none"> Publish public-facing summary on CCG website Seek clarification from the Area Team as to where the commissioning responsibility lies for Hepatitis B Screening – Roma Slovak population and for the Latent TB community testing service. 	TF TF	Complete Awaiting written confirmation of position. To give oral report at meeting
110/13(e) (iii) 126/13(c)	Quality and Outcomes report: PALS data	<ul style="list-style-type: none"> Keep members advised of progress on STHFT's review of their patient services team 	KeC	Will update once confirmation received from STHFT
118/13 126/13(d)	Questions from the Public	<ul style="list-style-type: none"> Discuss the suggestions to have two slots from questions from members of the public at the beginning and end of future meeting agendas 	LT	A verbal update will be given at the July meeting
102/13(b)	Venues for future Governing Body meetings	<ul style="list-style-type: none"> Continue to look at other venues and at improvements that could be made to the 722 Boardroom 	LT	Work in progress
131/13(e)	Quality and Outcomes Report: Summary Hospital Mortality Indicators	<ul style="list-style-type: none"> Give clarification on the casemix 	IG	The calculation takes into account patient case-mix of age, gender, admission method, year index, Charlson Co-morbidity Index and diagnosis grouping
131/13(f)	Quality and Outcomes Report: Patient Complaints	<ul style="list-style-type: none"> Clarify as to whether there were underlying causes for the doubling of numbers of complaints at SCHFT and the increase in the number of complaints at Sheffield Health and Social Care NHS Foundation Trust (SHSCFT) in Quarter 4 	KeC	Update in July

133/13	Community Nursing	<ul style="list-style-type: none"> • Circulate a copy of his presentation to members 	IG	Emailed 7 June 2013
134/13	Communications and Engagement Strategy	<ul style="list-style-type: none"> • Raise at 4 July workshop how the CCG can communicate with practice participation groups and give them some direction • Make reference in the Strategy to other providers of health care and how we communicate with them, and what, we as a CCG, are aspiring to do • Include compliments in the other information sources to provide patient feedback and experience 	AF IG IG	Update at July meeting Completed – reference incorporated into final document Completed – reference incorporated into final document
143/13	Key highlights from Commissioning Executive Team and Planning and Delivery Group meetings	<ul style="list-style-type: none"> • Send proposals for having a primary care led centre adjacent to / in front of A&E to Governing Body in due course 	IG	Business case in development