

Borders NHS Board Action Point Tracker

Meeting held on 3 December 2009

Agenda Item: H1N1 Update

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
4	<p>The Chair recognised the efforts of all staff in the H1N1 vaccination programme and enquired if the organisation had undertaken any monitoring of up take of vaccine in hard to reach groups. Dr Baijal advised that the programme had focused on vaccinating as many staff as possible and had yet to plan prospectively for analysis but that he would explore this with colleagues in taking the programme forward. The Chair requested an update on this for the February Board meeting.</p> <p>The Chair enquired about the status of the WRVS and MacMillan volunteers in relation to priority groups for vaccination and asked that Dr Baijal email the Board to advise of their status in the vaccination programme.</p> <p>Jennifer Croall commented that there were also other groups of volunteers that should be contacted such as RAVS who would have direct patient contact but did not come under the main WRVS group.</p>	Dr Eric Baijal	<p><u>Hard-to-Reach Groups</u></p> <p>The NHS Borders Equality & Diversity Lead proactively linked with several individuals/groups to offer vaccination to ‘Hard-to-Reach’ groups who may otherwise be missed. These groups included:</p> <ul style="list-style-type: none"> ➤ Migrant Support Service ➤ Homeless Services ➤ Community Learning & Development ➤ Child Care Partnership <p>The services were provided with information on the vaccine and how at-risk individuals could access it.</p> <p>Services where the clients’ condition may not be known to the GP or where the clients did not want to be immunised by their GP (e.g. Sexual Health Services, BCAT) were also contacted and asked to encourage up-take of the vaccine in the at-risk groups.</p> <p>It is not possible to report uptake figures for these ‘Hard-to-Reach’ groups as they are not</p>

			<p>included in GP H1N1 data collection and reporting system. This national system has been agreed by Scottish Government and is coordinated by Health Protection Scotland and any changes to the system would need to be negotiated at this level for future aspects of the programme. However we are in the process of contacting the appropriate services to obtain their views on the outcome of the programme.</p> <p><u>Volunteers</u></p> <p>WRVS volunteers were offered H1N1 vaccination by NHS Borders Occupational Health Services although no WRVS volunteers were subsequently vaccinated. The Scottish Borders Council also offered vaccination to relevant SBC commissioned/supported volunteer services.</p>
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Agenda Item: HEI Inspectorate

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
6	<p>Isabel Swan suggested updating the Board on a monthly basis on HEI. The Chair welcomed a monthly update.</p> <p>Adrian Lucas advised that he was pleased to see the reports had been tabled and acknowledged that it was correct for the Board to spend a considerable amount of time on them, however he enquired at what point the issues would be placed</p>	Sheena Wright	<p>Completed: Board paper being submitted to 4 February 2010 Board meeting for discussion.</p> <p>In Progress: A decision regarding placement on the Risk Register will be taken following receipt of the Inspection report.</p>

	on the Clinical Risk Register.		
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Agenda Item: Poynder View Evaluation

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
7	The Chair requested that the outcome of the consultation be brought back to the Board in March 2010.	Isabel Swan	

Agenda Item: Financial Report: 31 October 2009

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
8	<p>With regard to the prescribing issue Robert Kemp commented that this had been discussed by the Board Executive Team and it had been agreed that Alison Wilson be invited to attend the February 2010 Board meeting to go through the prescribing issue as she would have received enough information by then from the data system PRISMS.</p> <p>Adrian Lucas enquired if there could be an external audit commentary given on prescribing through using the external auditors. The Chair commented that that could probably be achieved in the context of the audit plan. Adrian Lucas advised that he would liaise with Julia Edey on this matter. Dr Eric Baijal advised that he would like clinical colleagues to have the opportunity to look at clinical thresholds. The Chair advised that she</p>	<p>Jane Davidson</p> <p>Adrian Lucas</p>	

	would also like an explanation of what had happened nationally with Audit Scotland.		
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Agenda Item: SEAT Minutes

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
22	The Chair recorded the thanks of the Board to George MacLachlan who would be retiring in mid January 2010 for his support and advice over the years. John Glennie advised that he would write to Mr MacLachlan.	John Glennie	Completed: Letter sent on 23 December 2009.

Agenda Item: Any Other Business: Minimum Pricing Alcohol Bill

Reference in Minutes	Action	Action to be carried out by:	Progress (Completed, in progress, not progressed)
25	Dr Baijal advised that he would circulate further information on the Bill to the Board in due course and bring a paper to the next meeting of the Strategy & Performance Committee on 7 January 2010.	Dr Eric Baijal	Completed: Paper brought to 4 February 2010 Board meeting as 7 January 2010 Strategy & Performance Committee meeting was cancelled.