

The Whittington Hospital NHS Trust Audit Committee Action Notes

This paper tracks progress on actions from previous meetings of the Audit Committee (AC) and summarises the key decisions and actions arising from the latest meeting on 4th March 2010. **The latest position is shown in red font.**

The minutes of the meeting contain a more comprehensive account of discussion and outcomes.

Update on outstanding action from Audit Committee meetings in 2009 and January 2010.

Ref*	Action	Progress/Update
901	Draw up action plan in response to report of assessor (NHSLA acute risk management standards level 2 assessment) Siobhan Harrington	Deborah Wheeler/Deborah Clatworthy to report back to May AC. On hold because of pressures arising from flu pandemic planning and vaccination programme. Assessor visit due December 2009 but DW advised no risk attached to deferral. Still on hold. Needs to be discussed at EC.
911.15	Internal audit of overseas income recovery. Discuss with Linda McGurrin whether any lessons to be learned from West Middlesex Hospital about a pro-active approach to OV income recovery	Established that there are two officers involved at West Middlesex. Cover for the lone Whittington officer to be arranged. Linda McGurrin
1001.3	Clinical governance: update on resuscitation action plan. EC to consider how to identify potential clinical risks in advance of an incident and report back to AC or board seminar. Siobhan Harrington/Celia Ingham Clark	CIC and SH to brainstorm and take to EC. Report back to May AC.
1001.4	Clinical governance: increase in rate of stillbirths. Identify causes and benchmark against other units. Report back to June AC Siobhan Harrington	Clinical Governance Committee to keep under review
1001.9	Complete Audit Commission Board Assurance checklist for discussion at March AC and Trust Board	Clarification meeting held with internal auditor. Draft to be completed for discussion at March Trust Board. Susan Sorensen
1001.11	Internal Audit Plan 2010-11 Check whether validation of service line reporting and CIP are adequately covered in the plan. Richard Martin	To be confirmed at May Audit Committee

Actions arising from Audit Committee on 4th March 2010

Ref*:	Decision/Action	Timescale	Lead and support
H& S benchmarking (Doc 3)			
1003.1	Report back on issues raised in the report	May AC	Philip lent
H&S: Frequency of meetings (Doc 5)			
1003.2	Trial the proposed pattern of meetings and report back to AC in about 9 months	Dec 2010	Philip lent
Clinical Governance Committee Report (Doc 6)			
1003.3	P.6 para 3.3 Point of Care Testing (POCT). Check on process for review	Asap. Report back to May AC	Celia Ingham Clark
Clinical Audit Activity – update summary 2009 (Doc 9)			
1003.4	Clinical audit leads on areas of concern about audit activity to be invited to attend Audit Committee	As and when appropriate Report back to May AC	Celia Ingham Clark
Risk Register (Doc 11)			
1003.5	Review risk 09/150 (re cancer target) where risk rating increases with mitigation	May AC	Kate Slemeck
1003.6	Review risk 06/15 re perinatal mental health recommendations	May AC	Siobhan Harrington with Kate Slemeck
1003.7	Review risk 09/160 re antivirus protection on imaging equipment. Need to assess residual risk rating Action taken. Risk register to be adjusted	May AC	Glenn Winteringham
1003.8	Timetable for risk register updates to be confirmed including date for submission to board	May AC	Siobhan Harrington
Revision of BAF (Doc 12)			
1003.9	Robert Aitken to discuss amendments outside the meeting	March TB	Susan Sorensen
Internal Audit progress report (Doc 14)			
1003.10	Report AC concerns on IA reports on sickness absence, payroll and follow-up on previous recommendations to Trust Board	March TB	Susan Sorensen
Counter fraud service progress report (Doc 15)			
1003.11	Case 2748 re NFI fraud initiative: re legal entitlement to work. LCFS to establish reason for delay	Report back May AC	Nigel Sedgwick - LCFS

Ref*:	Decision/Action	Timescale	Lead and support
1003.12	Bring back conclusions from last internal audit of illegal workers and HR response. Margaret Boltwood to attend committee.	May AC	Margaret Boltwood
Any Other Business			
1003.13	Report to Board the AC concerns about the reporting of financial under-performance , accountability of clinicians and managers, and the processes for generating CIP and the control of overspending areas. What is the role of the AC in this?	March TB	Susan Sorensen

*The unique reference number indicates the year (9) and month (04, 05, 06, 07, 09) for the purpose of future tracking.

Susan Sorensen
Corporate Secretary
16th March 2010