#  Project Board Meeting 12

**Wednesday 6th March 2019, 14:00-16:00pm**

**8th Floor Meeting Room at the Royal College of Anaesthetists**

**Members:**

Dr Paul Clyburn Project Board Chair, AAGBI

Dr Yvonne Silove HQIP

Prof David Cromwell Project Team Methodologist/RCS

Ms Lynn Smith Patient Representative

Dr Dave Murray Project Team Chair

Dr Sarah Hare National Clinical Lead

Mr James Goodwin Head of Research, RCoA

Mr Jose Lourtie NELA Project Manager

Trevor Corrithers Audit and Research Team Administrator

Cristal Santos NELA Data Analysis

**Apologies:**

Ms Sharon Drake Director of Clinical Quality and Research, RCoA

Ms Tasneem Hoosain HQIP

Dr William Harrop-Griffiths RCoA

Dr Gillian Tierney ASGBI

Mr John Abercrombie Royal College of Surgeons-On the Phone

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**NELA PB/ 03.06/ 1 Introductions and apologies**

Introductions were made around the table and apologies as noted above.

**NELA PB/ 03.06/ 2 Declaration of interests**

There were no conflicts of interests declared.

**NELA PB/ 03.06/ 3 Minutes of previous meeting**

The minutes of the previous meeting held on 19/09/18 accepted with no amendments.

Actions discussed:

* Ensure data access requests and collaborations are in scope and keep HQIP up to date – this work is ongoing
* Article to go into AAGBI Anaesthesia news – this will be moved forward in the next few months
* An action to be added is to provide an update on GIRFT

**NELA PB/ 03.06/ 4 Project Report**

**Highlight Report – Audit Update**

Jose Lourtie went through the highlight report outlining developments that have taken place since the last Project Board Meeting. Overall the project continues to progress well and these were the main points covered:

* The 4th patient audit report has now been published in October 2018 after some delays due to the NHS England sign off process
* 5th Year data collection has now been completed and data analysis has started. Report writing will also begin shortly with the aim to produce a shorter and more visual annual report, the aim is to have a more shorter and precise report. NHS England are putting together a Schedule of publications which we haven’t had sight of yet, this is to reduce the number of publications on a per-month basis.
* 6th year data collection has started, there are elements within the year 6 that have been updated
* NELA continues to provide value with various initiatives including producing Individual Hospital Quarterly reports, AHSN level quarterly reports, updating the online dashboard to make it more user friendly and include more in depth statistics, there have been some delays, however we are in hopes to go live in 2weeks.. NELA continues to work with devolved nations and other regions to bring them into the audit
* NELA is also supporting the introduction of an Emergency Laparotomy BPT, collaborating with AHSN’s and ELC to move this work forward while supporting other studies and initiatives

There was a question from Lynn Smith regarding the Outlier reporting process and what happens to the named outlier sites. It was highlighted that CQC are informed alongside the Hospital management.

**Action:** Obtain more information from the CQC in regards to the results of a hospital being an outlier

**Action:** Write to the Chief Executive/Medical Directorasking how being named as an outlier has changed hospital procedures

**NELA PB/ 03.06/ 5 Patient Audit**

**a.** **Year 4 Patient Report**

Sarah Hare presented an outline of the 4th patient Report results and outlined the actions that have been published aimed at the various different groups within the NHS. There were 6 overriding recommendations and these were then broken down into specific actions.

**b. Year 5 Patient Report**

Sarah Hare continued with a presentation on the preliminary year 5 patient audit data and report format. The data has only recently been exported and analysis is at early stages. The main points of the presentation:

* Total patients in year 5 dataset is 24,328
* Most metrics are not showing much change on last year’s data. There has been some improvement in some metrics but overall there is a feeling of plateauing of improvement
* There was an outline of what a chapter within the report would look like. This is to include an infographic for each metric.
* Hope to keep annual report to a total of 30-40 pages long.

There was also discussion about shorter themed reports to accompany the annual report. This would allow the team to show more granular data. Though these would still need to go through the NHSE review proves.

**c. Outlier discussion**

The group discussed if there need to be any changes to the current Outlier metrics. Those metrics being looked at include Length of Stay and Unplanned returns to Critical Care. Although many of these can be influenced by external factors making them difficult to implement. This decision is to be taken in the future.

**NELA PB/ 03.06/ 6 Future Development of NELA**

1. **Future NELA Reports**

As mentioned above future reports are to be shorter and more visual

**b & c. QI Activity**

Some of this has already been discussed earlier in the meeting. QI activity is being supported with increased outputs and the enhanced Dashboard. There is also to be a greater separation in how NELA reports Quality Improvement and Quality Assurance measures.

**d. Patient Engagement**

Sarah Hare outlined that a great deal of work has been going into putting together the documents to bring together a national patient group. These are currently being reviewed by patient groups before being sent out to participating sites to bring together a patient group looking to meet later this year.

PROMS/PREMS was mentioned, and this is something which is not off the agenda for HQIP but currently cannot be met through current budget.

**e. Best Practice Tariff**

Dave Murray updated the group on the imminent start of the BPT. This is due to start on 1st April 2019. NELA will be supporting with specific BPT outputs to show participating sites how they are progressing. These reports have been sent out in draft form and are available on the NELA website.

**NELA PB/ 03.06/ 7 Research Activity Updates**

**a & b Internal Secondary Analysis** **and External Collaborations**

Dave Murray presented a spreadsheet outlining current analysis and research activity in NELA.The process for how NELA data can be used has recently been updated by HQIP. This has provided more clarity in regards to what research that can or cannot be done.

There was a suggestion that NELA should have a ‘Lead Fellow’ to oversee some of this work and ensure consistency in applications going through to HQIP.

**NELA PB/ 03.06/ 8 Communications Strategy and Plan**

The team were reminded that if they are attending any meetings or have opportunities to publish articles in relation to NELA to let the NELA Project Team know.

**NELA PB/ 03.06/ 9 AOB**

None

**NELA PB/ 03.06/ 10**

There was a suggestion to slightly alter the NELA Project Board meetings. For the next meeting we will aim to hold in November 2019 followed by a meeting in April 2020.

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| **Agenda Item** | **Action** | **Responsible** | **Due** |
| 4 |  Obtain more information from the CQC in regards to the results of a hospital being an outlier  | DM/SH/JL |  As soon as possible |
| 4 |  Write to the Chief Executive/Medical Director asking how being named as an outlier has changed hospital procedures  | DM/SH/JL | As soon as possible |
| 10 | Send out dates for next Project Board meeting | TC | As soon as possible |