

**Matters arising from Trust Board meeting on 21<sup>st</sup> November 2024**

Item	Issue/Action	Lead Director	Progress update
Item 8) SHSCT Provision of Obstetrics and Gynaecology Services	Responses to questions from public attendees to be provided to questions raised.	Mrs C. Reid	Questions were addressed on the day and within the agenda item papers. Minutes will be available once approved.
Item 9) Executive Director of Social Work Report	Mr McCafferty to provide an update on Social Work workforce planning to a future Trust Board Executive Director of Social Work report.	Mr C. McCafferty	Update to be included within the report scheduled for 3 <sup>rd</sup> April 2025 meeting.
Item 11) SHSCT Winter Plan 2024/25	Trudy Reid to provide details regarding business continuity escalations and processes in relation to pharmacy services.	Mrs T. Reid	<p>Pharmacy have a robust business continuity plan in place for the prioritisation of pharmacy services in the event of a major incident. This will prioritise provision of medication to wards, processing of discharges, provision of aseptic services (chemotherapy and parenteral nutrition) and procurement of medications, utilising the skill mix of available staff, depending on the incident.</p> <p>Pharmacy do not have funding to cover all wards, the wards that do have cover do not have funding built in to posts for annual leave/sickness cover. In addition to unfunded wards, there are a number of staff</p>

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			<p>vacancies and secondments including staff supporting the implementation of Encompass. Wards without cover will send their discharges to the main dispensaries for processing.</p> <p>There is a pharmacy on call service available on both CAH and DHH sites when pharmacy is closed.</p> <p>Pharmacy teams link regularly with patient flow and will aim to increase capacity when required e.g. provisional of additional staff to the pharmacy extended hours, weekends and bank holiday rotas. This will be dependent on staff volunteering for these additional shifts.</p> <p>As part of winter pressures, pharmacy has seconded a B7 pharmacist to the frailty service and two B8a pharmacist prescribers to facilitate the writing of discharge letters.</p> <p>The turnaround time at ward level for discharges is faster than the main dispensary as they will also be processing outpatient prescriptions, specialist medications, requisitions</p>

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			<p>etc. in addition to discharges (30-60 mins vs. excess of 120mins).</p> <p>Pharmacy teams continue to support safe and effective pharmacy services for the Trust including supporting timely discharges over the winter period.</p>
Item 12) Cervical Cytology Review Update	Responses to questions from public attendees to be provided to questions raised.	Mrs C. Reid	<p>Questions were addressed on the day and within the agenda item papers.</p> <p>Minutes will be available once approved.</p>