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|---|---|-----------------|--|--|--------------------|
| Regulation | Regulation 17 HSCA (RA) Regulations 2014 Good governance | | | | |
| Regulated Activity | Treatment of disease, disorder or injury | | | | |
| Requirement | The trust must develop a timely implementation plan for the development of an end of life care plan/guidance to ensure consistency of care. | | | | |
| Local Description | As per requirement description | | | | |
| Action(s) | M05 | Owner(s) | Hilary Shanahan, James Benson, Ian Jones, Associate Directors of Quality | Action Deadline 29/01/16 | |
| Individual tasks required to complete action | | | Task Deadline | Action to date | Task Status |
| a) | Configure Crosscare to ensure display of care plans is clearer and more intuitive | | 30/10/15 | Layout / design of preferred screens for Crosscare developed. The configuration changes required to upload to Crosscare raised at Crosscare Working Group. named lead in IM&T identified and the IM&T work is on 'priority list' / agreed as priority for development. | OPEN |
| b) | Develop Standard Operating Procedure for all staff using Crosscare (including competency assessment and sign-off) | | 16/10/15 | SOP and training for all staff (including agency) in place. | COMPLETED |
| c) | Monitor updates at Crosscare Working Group [action embedded as business as usual] | | 10/07/15 | Weekly cross care group in place. | COMPLETED |
| d) | Update operating system on laptops to ensure patient record system can be accessed efficiently | | 30/07/15 | Laptops on ward have been reconfigured and working. | COMPLETED |
| e) | Trust wide: Review System One to ensure templates for care planning are fit for purpose, clear and intuitive and develop Standard Operating Procedure for all staff | | 30/11/15 | Care plans reviewed and being updated. | OPEN |

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| f) | Review and update the Trust end of life care guidance in line with best practice and disseminate to all staff involved in the provision of end of life care | | | 30/11/15 | End of Life Care Strategy in place and on Trust internet. New governance structure being implemented in November 2015 with Divisional Leads to support Trust wide engagement with End of Life care. | OPEN |
| g) | End of Life Care competencies will be developed - Document is out for comment and will be approved at the End of Life Care Steering Group. | | | 30/10/15 | End of Life care education standards/competencies developed and approved | COMPLETED |
| h) | A Trust wide End of Life Care training and development programme will be developed which reflects the competencies for all staff. | | | 29/01/16 | Trust wide training programme in line with the new education standards/competencies. | OPEN |
| Action Status | IN PROGRESS | | | | | |