



DIRECTORATE REPORT TO BUSINESS EXECUTIVE TEAM AND BOARD

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| Directorate: | Quality, Nursing and Allied Health Professionals |
| Executive Lead: | Claire Birchall, Interim Director |
| Reporting Month: | April 2024 |
| Business Executive Team Meeting Date: | 15 May 2024 |
| Board Meeting Date: | 30 May 2024 |

Overview of Key Activities During the Month

Duty of Quality Annual Report 2023/24

The draft Public Health Wales' Duty of Quality Annual Report was written after an extensive amount of work and collaboration across the organisation. The report is due to be submitted to the Quality, Safety and Improvement Committee in May 2024 and will then be published for the public.

Decontamination Policy and Procedure

These two documents required an extensive rewrite and refresh to ensure best practice is being achieved. They are currently out for consultation with a deadline for comments of 30th May 2024.

Data Protection Impact Assessment Procedure

An extensive rewrite of the Data Protection Impact Assessment Procedure was undertaken and has been approved. This new approach signals the biggest change in Information Governance across PHW in some years and several training sessions are being designed to reflect the significance of the change.

Information Asset Management Procedure

Following approval of the Information Asset Management Procedure, several drop-in briefing sessions took place for Information Asset Owners and Administrators. The procedure will give much greater control and authority back to the Information Asset Owners across the organisation, whilst the Information Governance Service will be in a much better position to provide the specialist advice and support needed for the more complex scenarios. Further training is planned to link in with the DPIA procedure above.

National Safeguarding Supervision Guidance

National Safeguarding Supervision Guidance completed and out for review by NHS Wales.

Successes

Professional Nurse Advocate Training

12 Nurses from across PHW completed the Professional Nurse Advocates (PNA) programme with Cumbria University and are now awaiting their results. This is a key role for the personal and professional clinical leadership of nurses and will help PHW embed clinical supervision in line with the Chief Nursing Officer mandate and the Welsh Health Circular 'Nursing Preceptorship & Restorative Clinical Supervision - A National Position Statement' (WHC (2024) 012).

Two National Safeguarding Service Designated Nurses are now qualified as Professional Nurse Advocates so are now able to facilitate restorative supervision to their colleagues and teams, in nursing and beyond.

Public Health Wales are ahead with this work the next steps will be to formulate a plan of delivering restorative clinical supervision for nurses and midwives and embedding this within our organisation. This work closely aligns with our Long-Term Strategy, Being our Best, and A Healthier Wales which sets the ambition to have a motivated and engaged workforce.

Risk Management

The Strategic Risk Register has been updated in collaboration with Executive Sponsors. Two risks have now been amalgamated into one leaving six risks overall. Socialisation of the Risk Appetite Framework (for operational risks) has taken place with the Leadership Team. A Benefits Realisation Tracker to support the Risk Management Development Plan has also been approved by the Executive Director.

National Safeguarding Network Work Plan

The National Safeguarding Network 2024/2025 Work Plan has been signed off by the Chief Nursing Officer and Executive Director of Nursing.

Safeguarding Maturity Matrix

The Safeguarding Maturity Matrix has been published bilingually and distributed to NHS Wales and stakeholders.

Any Concerns being managed

Decontamination Practice

Currently certain areas of decontamination practice across PHW are not in line with best practice based on new standards. These have been discussed at the Infection Prevention Control Meeting and a Task and Finish group formed to support full compliance.

Ventilation Systems

Issues have been identified with the ventilation systems at some Breast Test Wales sites and remedial work is underway with operational and corporate teams to address these.

Forward Look of key activities for next month

International Nurse's Day (13th May 2024)

A celebration and networking event is due to take place on 13th May in Capital Quarter 2, Cardiff, and the Chief Nursing Officer for Wales will be joining Public Health Wales for the day.

Records Management Policy and Procedure

The Records Management Procedure document, which aims to standardise the records management across the organisation, has been approved with the Records Management Policy due to be submitted to Audit and Corporate Governance Committee on 9th May 2024. These documents include a confirmed process for the storage of staff records and the infrastructure is now being set-up to implement the document libraries required, starting with QNAHPs.

Restoring wellbeing for our Safeguarding Leads

To help support our leaders, the NHS Wales Safeguarding Network is building a model that provides good quality, effective well-being support for those who are exposed to distressing and traumatic work on an ongoing basis. Following a successful two day restorative supervision experience held in March 2024, the NSS will now take the findings and set out a proposed model for implementing restorative supervision, delivered by a Professional Nurse Advocate (a role made available in every Health Board and Trust). Another restorative supervision experience has been arranged for October 2024, and will be offered to named and designated safeguarding doctors, to broaden the restorative supervision approach to other professional groups.