

Breast Care Services Review

Project Status Report

Project Name: Breast Care Services Review			Overall Project Status (RAG)	
			Green	
Project Manager	Project Director	Period Covered by Report	Produced by	Date Report Produced
Elizabeth Williams	Helen England	August 2009	Elizabeth Williams and Eva Nabeta	2 nd September 2009

1 Introduction

Purpose

The purpose of this document is to provide an update on the progress of the project for the month of August 2009.

Overall status

The project is progressing according to plan.

2 Highlights / achievements

Project Board

The Project Board did not meet in August due to holiday commitments and recognition of the time required to complete ongoing pieces of work. The next Project Board meeting is on the 11th of September 2009.

Project Team

Sine the last Status Report the Project Team has met once. At this meeting Ellen Rule presented her findings from the financial and activity analysis she has been undertaking. The Team were pleased to note potential savings if a standardised, streamlined pathway were to be implemented. Ellen will write up her findings for the Project Board meeting for 11th September.

It was confirmed that Weston are happy to be referred to as a satellite hub.

Quality control:

Weekly monitoring emails are being sent to the Project Team and work stream leads alerting them to the Risks, Actions, Issues and Lessons Learnt (RAIL) log and following up their progress against these. The RAIL log is updated weekly.

The Action Plan for the project has been updated to ensure that quality assurance measures are in place throughout the project.

Other

Tony Jones, NHS Bristol Patient and Public Involvement Lead, has organised a session with Bristol and South Gloucestershire Local Involvement Networks (LINKs) for the 24th September at the Malcolm X Centre. He has specifically requested attendance from people who have

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used the breast screening service.

A work shop has been organised to complete the Impact Assessment on the 11th of September after the Programme Board.

Elizabeth Williams has spoken with the managerial lead for Breast Care Services at Barts, London to glean information on how their breast care services operate rather than visiting the centre. This information has been shared with the Project Team. Simon Cawthorn will have a similar conversation with the clinical lead at Barts.

Eva Nabeta has produced a report presenting the findings from the visit to the Nottingham Breast Institute. This will be shared with the Project Team and available on the website.

Newsletter 2 has been produced and distributed and is available on the website.

3 Progress

Work stream 1 –Service model and clinical pathway Lead: Simon Cawthorn

Green

Status: The work stream is progressing steadily according to plan.

Highlights/achievements

Work stream 1 continues to have the commitment of clinical stakeholders.

Work continues on the production of a high level report of the space currently used and the space that will be required by the new service model. This will be presented as written evidence to the independent panel assessing the preferred location for the hub on the 4th of September (see work stream 3 update).

A meeting has been arranged for the 11th of September to discuss how provision of the screening service will fit with the new model.

Simon Cawthorn and Alison Wint have started their round of presentations to NHS Bristol's GP fora on the clinical model. Dates for NHS North Somerset and NHS South Gloucestershire are still being arranged.

The draft clinical pathway has been circulated to all clinical groups, service user groups and everyone who attended the rapid improvement for comments. Feedback has been collated and will be presented to the Project Board in September who will sign-off the final pathway.

Plans for the next period

Work is underway to produce a map indicating where patients currently accessing breast care services live. This will be used alongside transport data and the health equity audit data to inform the work on the proposed location for the spokes.

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Work stream 2 – Evidence to support the proposal Lead: Eva Nabeta	Data Analysis	Green
	Environment	Green
	Expert Panel	Green
<p>Status: Work on all three components is progressing well.</p> <p>Highlights/achievements Demand, activity and financial analysis data will be presented at the Project Board in September. Best Foot Forward has been awarded the contract to complete the environmental sustainability assessment and has started work on this. Trusts have been asked to provide data to support this. The composition of the external panel of experts will be agreed at the Project Board meeting in September.</p> <p>Plans for the next period Use the activity and financial analysis data to produce an outline business case. Best Foot Forward to complete the environmental sustainability assessment. Finalise and send out invitations to the panel of external experts.</p>		
Work stream 3 – Location Lead: Helen England		Green
<p>Status: Process agreed for assessing the preferred location for the hub.</p> <p>Highlights/achievements Independent panel convening on the 4th of September to receive verbal and written evidence. Patient, lay representatives, clinicians, scrutiny members, LINKs members and Trust managerial and estates leads have all been invited to submit their views.</p> <p>Plans for the next period The Project Board will be updated with the outcome from the assessment process at the September Board meeting.</p> <p>To run a due diligence process on the preferred option for the hub based on the other eight criteria.</p>		

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<p>Work stream 4 – Equity and defining outcomes Lead: Jo Williams</p>	<p>Green</p>
<p>Status: Work is progressing well, although the Equality Impact Assessment is still outstanding.</p>	
<p>Highlights/achievements Three papers have been produced for the Project Board to review in September. These are: Health Equity Audit of the Breast Care Service, Design and Delivery of an Equitable Service and Embedding Equity Profiling into Monitoring of Service Performance and Outcomes.</p>	
<p>Jo Williams has commenced maternity leave and Habib Naqvi and Angela Raffle will take over leadership of this work stream.</p>	
<p>Plans for the next period The BHSP Team will complete the Equality Impact Assessment with help from Habib Naqvi.</p>	
<p>4 Key events/communications for the next reporting period September 2009</p>	
<p>Additional key events to be completed next period:</p> <ul style="list-style-type: none"> ○ Produce and distribute Newsletter 3 	
<p>5 Audits scheduled / undertaken</p>	
<p>Basis will continue to perform the external quality assurance of the project.</p>	