Appendix

1 - Governance and Quality Committee Terms of Reference

2 - PHT Committee Structure to support Risk Management

3 - Risk Management Strategy

4 - Trust Risk Assurance Committee Terms of Reference

5 - Joint Clinical Quality Review Meeting Terms of Reference

6 - Governance Strategy

7 - Adverse Events and near Misses (including SUI) Policy

8 – Adverse Incident Reporting Form and Statement Form

9 - Risk Assessment Policy and Protocol

10 - Risk Assessment Hazard Inventory

11 - DMOP Management and Governance Committee ToR

12 - DMOP Management and Governance Committee minutes

13 - DMOP Management and Governance Committee reporting scheduled

14 - DMOP Performance Reports to EMT

14 - DMOP Governance Report to Trust Governance and Quality Committee

15 - DMOP Divisional Risk Register

16 - DMOP Risk Manager Job Description

17 - DMOP Risk Report to M&GC Nov 08

18 - NHSLA Assessment March 2008

19 - NHSLA Risk Management Standards overview

20 - Policy and protocol for Medicines Management

21 - Controlled Drugs Policy

22 - Formulary and Medicines Group Terms of Reference

23 - Area Prescribing Committee Annual Report 2007-08.

24 - Trust Medication Safety Committee ToR

25 - Medicines Management Committees – current and revised committee

26 - Clinical Priorities work streams 2008

27 - DMOPS Medication Errors Group ToR

28 - DMOP Medication Errors Group minutes

29 - DMOP Reflection Form

30 - Medication Errors report to Governance and Quality Committee September 2008

31 - Copy of Junior Doctor Induction Programme

32 - Copy of Trust induction Training Programme for registered nurses Essential Training Matrix 2008

32 - Copy of DMOP red peril action plan.

33 - CLIP Reports

34 - Minutes of DMOP sisters forum meetings.

35 - Acute Stroke Pathway

36 - Stroke key indicators

37 - DMOP assessment and care planning documentation example

38 - Copy of divisional monthly briefing

39 - ToR Patient Experience Group Have PEAG ToR which were agreed at G&Q, but not Division's own

40- DMOP PEG Minutes

41 - DMOP Stroke work examples

42 - Challenging behaviour project

43 - Duty Management Guidelines

44 - Rehab Flow chart - bed pressures

45 - Operational policies for Collingwood and Ark Royal Wards

45 - Copy of rehab assessment form

45 - Clinical Services Directory

46 - Nursing Strategy June 2007

47 - DMOP essential training report

48 - Governance and Quality Committee ToR

49 - Audit Committee ToR

50 - DMOP Health and Safety Plan

51 - DMOP Health and Safety Plan

51 - Essential Training Matrix 2008

52 - Whistle blowing policy

53 - Whistle blowing poster

54 - Whistle blowing leaflet