

From: [REDACTED]
Sent: 15 November 2017 09:28
To: [REDACTED]
Cc: [REDACTED]
Subject: AST Funded Bids NHS Grampian

[REDACTED]

Hope your well.

During my call on Monday with [REDACTED] we discussed funding of additional activity. We agreed we need to go through the attached in detail and understand what has been spent this year and what is available to fund the additional activity currently being undertaken. Can you send me an update to this which shows the return on investment for each of the bids which have been realised and will be by Q4. We discussed this during our conf call on the 25th October.

It would also be helpful to go over this next week on the 23rd November when we meet. [REDACTED] mentioned he wouldn't be at the meeting as he is on leave but suggested it would also be helpful to have someone from finance available and we can spend time going through in detail.

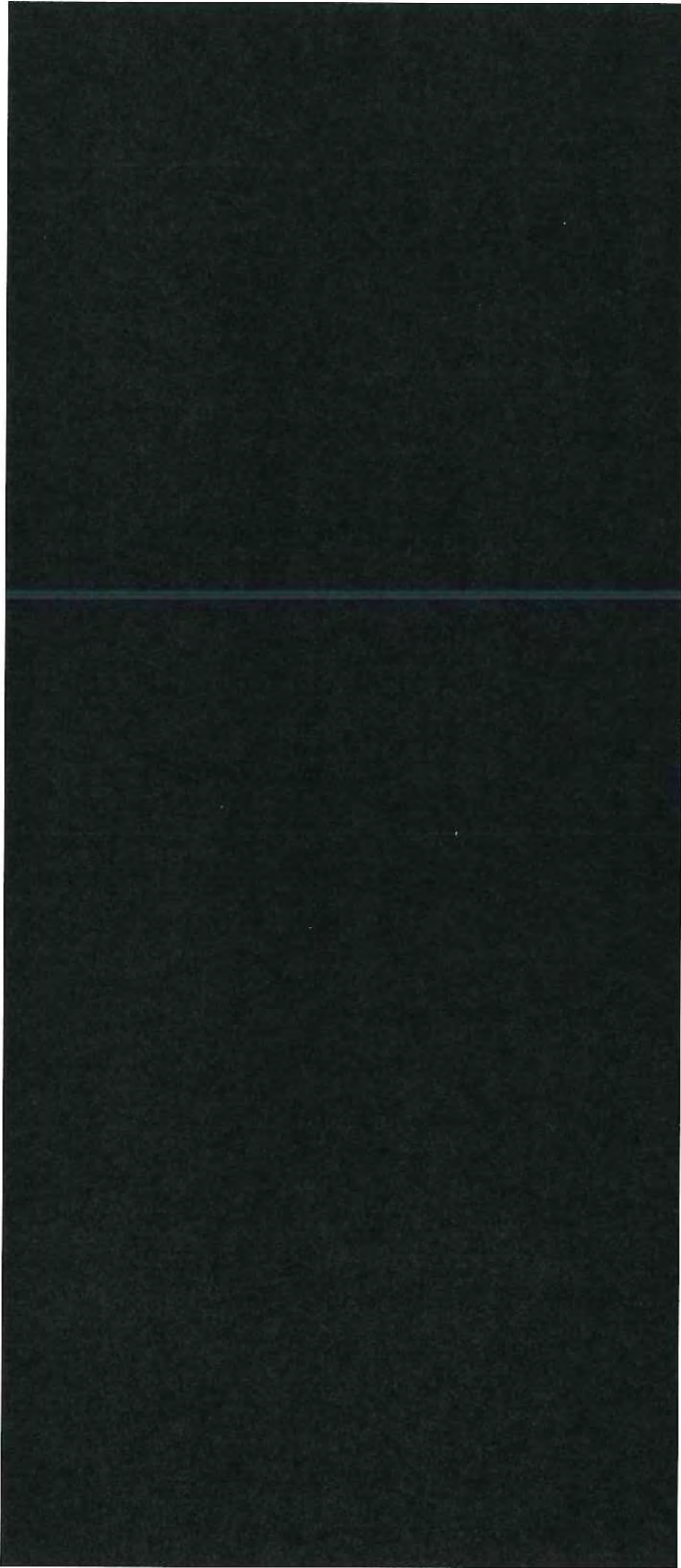
Thanks

[REDACTED]
*Programme Manager, Performance & Improvement
Access Support Team
Directorate for Performance and Delivery
Scottish Government Health & Social Care
5 Atlantic Quay
150 Broomielaw
Glasgow
G2 8LU*

[REDACTED]

AST Supported Projects - Implementation Tracker


Funding Source	Speciality	Outcomes	Intervention	Budget £000s	Update
AST	Ortho (Paed)		Physio Led Clinics	30	Continuing as before
AST	Ortho (Paed)		Club Foot Clinic	48	Continuing as before
AST	Cardiology		OP Clinics - Synepik	200	Clinics started in August. 2 clinics a weekend done every weekend. Aiming to do 3 weekends Jan-March (up from original plan of 2). Clinics see 28 pts per weekend. This includes 11 sessions as well per day (not required for additional clinics)
AST	Cardiology		OP Clinics - Synepik	90	Enable up on Synepik and WU Clinics - December funding package
AST	Dermatology		Laser (Bid 11)	10	3 laser clinics running in December funding package. 2 clinics in January with 1 to 2 clinics a week in February. All other months will be as before.
AST	Dermatology		Patch Testing (Bid 12)	40	Training sessions started. 4 sessions a month. 1st session held 6th November. 2 additional clinics per month investigated
AST	Dermatology		RSO	30	Training underway - 4 training sessions held to date, with 2 sessions a week planned. First independent clinic planned for February
AST	Dermatology		OP Clinics - Synepik 1,250 patients	110	Underway
AST	Gastroenterology		WLI	100	Underway
AST	All		Clinic Slot Review	27	Audit refined and on course to be delivered in January
AST	ENT		Consoles	250	Procurement process in train
AST	Ophthalmology		Optics Machine for ARI (Bid 19)	106	Procurement process in train
AST	Ophthalmology		Speciality Doctor (Bid 15)	70	At vacancy - did not progress earlier as the only potential applicant was in a LAT post until the end of January. There is a risk that other posts have become vacant that may be more suitable
AST	Ophthalmology		Replacement OCT for Referral	70	Procurement process in train
AST	Ophthalmology		Screening Service	70	Procurement process in train
AST	All		DP Return Waiting Lists	7	Person in post - start date 27/11/17. Initial area of focus RACH. Waiting list validated and cleared. Pms amendments have been done. SOP prepared and initial training of admin staff undertaken. presentation with supporting figures planned for Senior consultant meeting. Original identified specialities to commence have declined, so going with Gastro first and date and roll out plan will be confirmed after senior staff meeting on 24/1. Decision also made and agreed by RACH management to start ROWL with patient focused booking to keep dies reduced.
AST	All		Clinical Guidance	36	Progressing - site live and launch event held. Project plan developed including evaluation approach and impact on referring practice. Dedicated manager identified with support post in recruitment.
Funding Source	Impairments		Buy Out	175	Cardiac ITU / HDU Agency/ Nursing
AST	Cardiac Surgery			250	Golden Jubilee Referrals
AST	Cardiac Surgery			300	Edinburgh Royal Referrals
AST	Cardiac Surgery			200	Further referrals outwith December onwards. GIH capacity being pursued.
AST	Cardiac Surgery			75	Completed
AST	Head and Neck Patient		Referral to London	250	On site - running Tuesday and Wednesdays weekly since 3rd October. Aim for 10 pts / day, so for 4 weeks and approx 80 pts done.
AST	Cardiology		Cath Lab	21	Employed and active
AST	All		Confirming Admissions Post	17	Employed and active
AST	All		SIB Project Officer	17	Employed and active
AST	All		Decision Support aids and navigators	61	Briefed - Ortho & Tonsils areas of high volume focus. Pancreatic cancer low volume area
AST	Urology		Lumens	235	Procurement process in train
AST	All		Waiting List Post	39	Post holder now in post and project plan underway
AST	Ophthalmology		Cataract Room Staffing	110	Recruitment process underway - the recruitment process should be complete by March but the additional space will only be available when EOPD move which will be March 2018
AST	All Surgery		Surgery Efficiency Plan Team	161	Project changed from HQ. Agreed 23/11/17
AST	All		Day of Surgery Admissions Area	782	As per previous update
Funding Source	Diagnostics		Colorectal Screening Barcoding	205	In progress and on schedule
AST	Endoscopy		ENY Admin Team	56	In post and active - recurring funding now agreed
AST	Endoscopy		Nurse Endoscopes	82	In post and active - recurring funding now agreed for 1 post (leaving 1 band 7 post to be funded in place - making good progress)
AST	Mini		Mini Phys Specialists	30	In place - making good progress



**SCOTTISH GOVERNMENT
ACCESS SUPPORT MEETING**
Thursday 18th January 2018 at 9.00 am
Ashgrove House,
3rd Floor, West Meeting Room

Agenda

Apologies: [REDACTED]

1	[REDACTED]	[REDACTED]
2	[REDACTED]	[REDACTED]
3	[REDACTED]	[REDACTED] [REDACTED]
4	[REDACTED]	[REDACTED] [REDACTED]
5	Review of progress with agreed SG funded projects  2017 - AST Projects - Progress Update Jar	[REDACTED]
6	[REDACTED] [REDACTED]	[REDACTED]
7	[REDACTED]	[REDACTED]
8	[REDACTED]	[REDACTED]
9	[REDACTED]	[REDACTED]
10	[REDACTED]	[REDACTED]
11	[REDACTED]	[REDACTED]
12	[REDACTED]	[REDACTED]

■	■	
---	---	--

From: [REDACTED]
Sent: 06 November 2017 11:23
To: [REDACTED]
Subject: FW: NHS Grampian actions Update from Performance Meeting via VC on 25.10.17

Hi [REDACTED]

Hope your well. It may be that I've missed the updates from you I've highlighted below in yellow so apologies if I have. If these actions are still outstanding can you give me an indication of when I will receive them?

thanks

[REDACTED]
*Access Support Team
Directorate for Performance and Delivery
Scottish Government Health & Social Care
5 Atlantic Quay
150 Broomielaw
Glasgow
G2 8LU*
[REDACTED]

From: [REDACTED]
Sent: 30 October 2017 11:49
To: [REDACTED]
Cc: [REDACTED]
Subject: NHS Grampian actions Update from Performance Meeting via VC on 25.10.17

Hi All

Apologies again about not being able to meet with you in Ashgrove House last week. . Thanks again for your time on Wednesday.

I thought it would be helpful to jot down the actions from the conference call.

[REDACTED]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

[Redacted]

AST NR Funding 2017/18

The remaining 25% funding of the 2017/18 allocation of £1,231,000 has been released to NHS Grampian in the November allocation.

Projects are progressing and I have asked for further detail on some specifically around delays with procurement. You agreed to send an update that shows return on investment we have seen and plan to see in Q4.

[Redacted]

[Redacted]

[Redacted]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

*Programme Manager, Performance & Improvement
Access Support Team
Directorate for Performance and Delivery
Scottish Government Health & Social Care
5 Atlantic Quay
150 Broomielaw
Glasgow
G2 8LU*

[REDACTED]

From: [REDACTED]
Sent: 23 October 2017 16:07
To: [REDACTED]
Cc: [REDACTED]
Subject: Re: NHS Grampian AST Performance Meeting on 25.10.17

Hi [REDACTED]

Many thanks.

[REDACTED]

-I have also attached a summary update against the projects funded to date via the £5m (item 5)

[REDACTED]

[REDACTED]

Kind regards,

[REDACTED]

[REDACTED]

Head of Performance Governance
[REDACTED]
[REDACTED]

From: [REDACTED]
Sent: 23 October 2017 13:20
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: NHS Grampian AST Performance Meeting on 25.10.17

Hi [REDACTED]

Look forward to seeing the update today on project progress today.

[REDACTED]

cheers

[REDACTED]
*Programme Manager, Performance & Improvement
Access Support Team
Directorate for Performance and Delivery
Scottish Government Health & Social Care
5 Atlantic Quay
150 Broomielaw
Glasgow
G2 8LU*

From: [REDACTED]
Sent: 20 October 2017 14:06
To: [REDACTED]
Cc: [REDACTED]
Subject: RE: NHS Grampian AST Performance Meeting on 25.10.17

Hi [REDACTED]

Thanks for this.

In terms of the update of progress of the projects supported by AST funding I can confirm I'll send you supporting documents by Monday of progress to date

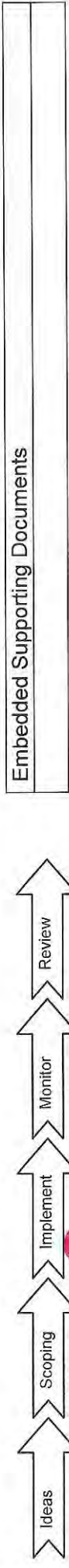
[REDACTED]

Kind regards,

[REDACTED]

Project Status Update

STPB 10-10-17 Item 11.7		Date: 03.10.2017	
Project ID: [Project ID]	Day of Surgery Admissions	Period Covered: 17.08.2017	To 03.10.2017
Author: [Redacted]	Project Manager	Main Issues/Risks? Is it on Track?	
Brief Outline of Project		By When?	
Develop the unit, process and operational documents and open the physical unit in ARI site autumn 2018.		Autumn 2018	
See below		Yes	



Progress Update	Embedded Supporting Documents
Actions planned from last report;	Main Issues / risks – how are these being mitigated?
Actions since last report;	Test of change area in GS is a small area and limits the ability to bring other patients into the test of change managed by this team.
Funds agreed for the unit development.	Special points to be considered;
Agreement from the project team, infection control and clinical staff on the DoSA layout to proceed to next stage.	Milestones;
Draft communication plan for DoSA written.	If Project is not on SharePoint please complete Milestones section below. Access to
Test of change in DoSA GS continues.	SharePoint can be obtained via [Redacted]
Next actions;	

Status*	Milestone Description	Target	Forecast	Commentary
G	Arrange awareness discussion with surgical specialities and nursing teams	31.10.2017	In progress	Report in place but to review the reliability of this report with actual GS admissions.
G	Review the GS patient process – in particular can we look to get some patients changed in DoSA.	30.11.2017	In progress	MIS A team collect patients from DoSA and DoSA team take MTS4 patients to theatre – explore the variance and see about process for changing patients before going to theatre.
G	Press release about DoSA with patient feedback to be published.	31.10.2017	In progress	
G	Confirm next steps with the works with colleagues from BLM	13.10.2017	In progress	Regular catch up with Manju on DoSA items to be scheduled.

*Status: (copy & paste indicator) ? No information G Will achieve A Will achieve but not be date specified R Will not achieve ✓ Complete

From: [REDACTED]

Sent: 24 November 2017 17:11

To: [REDACTED]

Cc: [REDACTED]

Subject: Projects - Updated Spreadsheet

Dear [REDACTED]

Please find attached an updated version of our project spreadsheet with the additional achievement by end of March column populated

Kind regards,

[REDACTED]

[REDACTED]

Head of Performance Governance

[REDACTED]