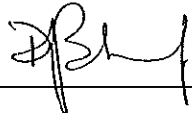


**UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST  
BOARD OF GOVERNORS  
TUESDAY 17 MARCH 2009**

<b>Title:</b>	<b>CORE STANDARDS DECLARATION PROCESS</b>
<b>Responsible Director:</b>	David Burbridge, Director of Corporate Affairs
<b>Contact:</b>	Bob Hibberd, Head of Governance, ext. 8555

<b>Purpose:</b>	To inform the Board of Governors of the assurance process and compliance with the Core Standards 1 April-31 December 2008 and to invite the Board of Governors to comment on the Trust's 2008/09 declaration.
<b>Confidentiality Level &amp; Reason:</b>	None
<b>Medium Term Plan Ref:</b>	2.01 Achieve the Annual Health Check service quality rating of excellent in 2008/09
<b>Key Issues Summary:</b>	<ul style="list-style-type: none"> <li>• A robust quarterly assurance process has been in place during 2008/09 for Core Standards evidence</li> <li>• Evidence for Core Standards has been judged to be compliant for the period 1 April-31 December 2008 with no significant lapses</li> </ul>
<b>Recommendations:</b>	<p>The Board of Governors is:</p> <ul style="list-style-type: none"> <li>• asked to <b>note</b> the Trust's assurance process for 2008/09 and compliance with Core Standards 1 April-31 December 2008; and</li> <li>• asked to <b>convene</b> a sub-committee of the Board of Governors to consider and agree the comments in relation to the Trust's declaration</li> </ul>

<b>Signed:</b> 	<b>Date:</b> 9 March 2009
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# UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST

**BOARD OF GOVERNORS  
TUESDAY 17 MARCH 2009**

## **CORE STANDARDS ASSURANCE PROCESS**

### **PRESENTED BY THE DIRECTOR OF CORPORATE AFFAIRS**

#### **1. Introduction**

Trusts have to self-assess and declare compliance with the Core Standards for Better Health each financial year. There are 24 Core Standards with 44 parts; each of the 44 parts is made up of a number of more specific Elements. The 44 parts of the Core Standards are spread across seven Domains: Safety; Clinical and Cost Effectiveness; Governance; Patient Focus; Accessible and Responsive Care; Environment and Amenities and Public Health.

Compliance with the Core Standards forms part of the 'Quality of Services' component of the Annual Health Check performance ratings for trusts. Approximately 20% of trusts are subject to inspection on Core Standards by the Healthcare Commission (the Care Quality Commission from 1 April 2009) each year.

The aim of this paper is to inform the Board of Governors of the assurance process and the Trust's compliance with the Core Standards from 1 April-31 December 2008. The Board of Governors is asked to note the Trust's assurance process for 2008/09 and is invited to provide comments on the Trust's performance in relation to Core Standards.

#### **2. Key Dates**

<b>12pm, Friday 1 May 2009</b> Deadline for submission of Core Standards declarations to the Healthcare Commission.
<b>Friday 22 May 2009</b> Deadline for trusts to make their declarations publicly available.

#### **3. Internal Assurance Process and Star Chamber Review**

The Trust has continued to build on and improve the quarterly review process for Core Standards evidence during 2008/09, with further scrutiny provided by the Star Chamber of Trust managers.

Accountable Managers reviewed and updated their evidence for each quarter; Accountable Managers and Director Leads judged all parts of the Core Standards to be compliant for the period 1 April-31 December 2008.

A more rigorous Core Standards compliance assessment process was applied for quarter 3 (1 October-31 December) 2008/09. In addition to the evidence updates by Accountable Managers, Element Leads assessed compliance at Element level for each of the Core Standards and Director Leads assessed compliance for each Core Standard overall. Compliance with all 44 parts of the Core Standards for quarter 3 2008/09 was reported and approved by the Board of Directors at its January 2009 meeting.

The Star Chamber meeting of senior Trust managers met on 10 October 2009 and reviewed the evidence for nine Core Standards. All standards were judged to be compliant with recommendations made for further improvement.

The Star Chamber reconvened on 10 February 2009 to review the evidence for four Core Standards, selected for review based on the quarter 3 2008/09 compliance assessment, and suggested the inclusion of some additional evidence. This evidence has been requested from clinicians and Accountable Managers and is being added to the Performance Accelerator system as part of the quarter 4 2008/09 update.

The Star Chamber selected four Core Standards for review by the Audit Committee:

- C01b: Action on patient safety alerts
- C11b: Staff participate in mandatory training programmes
- C14c: Act as a result of concerns and make changes following complaints
- C22b: Use the Local Director of Public Health's report to inform policies

#### **4. Audit Committee Review**

The Audit Committee will consider the overall assurance process for Core Standards for 2008/09 and review the evidence reports for the following four Core Standards at its meeting on 19 March 2009: C01b, C11b, C14c and C22b. The purpose of this review is to give the Board of Directors assurance with regard to the process for Core Standards.

#### **5. HC Comparative Data for Safety and Clinical and Cost Effectiveness**

The Healthcare Commission has again released comparative indicator data in relation to safety and clinical and cost effectiveness for trusts' boards to use alongside their own intelligence when considering their compliance with the Core Standards for 2008/09. Trusts can choose whether to use this data or not when assessing compliance but must not use it as the only basis for assessing compliance.

The comparative indicator data shows the Trust's performance relative to all similar trusts and links to some of the Core Standards and/or Domains. The

Trust performed well across the majority of the indicators and identified some errors in the data which have now been corrected by the Healthcare Commission. The small number of indicators for which the Trust did not perform as well as other trusts will be taken into account as part of the Core Standards evidence update for quarter 4 2008/09. It should be noted that this data relates to previous financial years and the Trust already has evidence of compliance for all 44 parts of the Core Standards for 2008/09, in line with the assurance process described above.

#### 6. **2008/09 Declaration of Compliance**

The review of evidence and compliance assessment for quarter 4 (1 January-31 March) 2008/09 is taking place during March and early April 2009. The results of the quarterly evidence update and assessment of compliance with the Core Standards for quarter 4 (1 January-31 March) 2008/09 and the recommendation of the Audit Committee will be reported to the Board of Directors in April 2009.

The Board of Directors will then decide on the Trust's final declaration of compliance with the Core Standards for 2008/09, for submission to the Healthcare Commission by Friday 1 May 2009.

#### 7. **Comments from Third Parties**

As in previous years, the Trust invites the Board of Governors to provide comments in relation to its performance against Core Standards for the 2008/09 declaration of compliance.

The Trust has invited comments from other key third parties in relation to its 2008/09 declaration of compliance: South Birmingham PCT; Local Involvement Network (LINks); Birmingham City Council Health Overview and Scrutiny Committee and the Local Safeguarding Children Board. The Trust will also seek to invite comments from the local Learning Disability Partnership Board.

As the Board of Governors is not scheduled to meet prior to submission of the Trust's declaration, it is therefore proposed that a sub-committee of the Board of Governors be convened to consider and agree the comments. Comments will need to be received by **Wednesday 15 April 2009**.

When considering its comments, the Board of Governors may wish to take into consideration the reports it has received during 2008/09 in relation to infection control, key performance indicators and clinical quality.

#### 8. **Recommendations**

The Board of Governors is:

- asked to **note** the Trust's assurance process for 2008/09 and compliance with Core Standards 1 April-31 December 2008; and

- asked to **convene** a sub-committee of the Board of Governors to consider and agree the comments in relation to the Trust's declaration.

**David Burbridge**  
**Director of Corporate Affairs**

**March 2009**