



Scottish Borders
Health and Social Care
PARTNERSHIP

Scottish Borders Integration Joint Board

Clinical & Care Governance Assurance Framework

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1. Introduction to Clinical & Care Governance

- 1.1** Clinical & care governance is the process by which accountability for the quality of health and social care is monitored and assured. It should create a culture where delivery of the highest quality care and support is understood to be the responsibility of everyone working in and with the organisation – built on partnership and collaboration within and between health and social care professionals and managers.
- 1.2** The Scottish Borders Integration Joint Board (IJB) is committed to a culture where the workforce is encouraged to develop new initiatives, improve performance and achieve goals safely, effectively and efficiently by appropriate application of robust clinical & care governance arrangements
- 1.3** In doing so the IJB aims to provide safe and effective, person centred care and treatment for patients and clients, and a safe environment for everyone working within (and others who interact with) the services delivered under the direction of the IJB.
- 1.4** The IJB believes that appropriate application of clinical & care governance assurance processes will prevent or mitigate the effects of loss or harm and will increase success in the delivery of better clinical & care outcomes, the achievement of objectives and targets, and a learning and improvement approach to service planning and delivery.
- 1.5** The IJB purposefully seeks to promote an environment that puts clinical & care governance at the heart of key decisions. This means that the IJB can take an effective approach to leading health and social care integrated services in a way that both addresses significant challenges and enables positive outcomes.
- 1.6** The IJB promotes the pursuit of opportunities that will benefit the delivery of the Strategic Plan. Opportunity-related risk must be carefully evaluated in the context of the anticipated benefits for patients, clients, the IJB and other stakeholders.
- 1.7** The IJB will receive internal and external clinical & care governance assurance reports. These assurance reports will be submitted by the partner organisations Scottish Borders Council and NHS Borders and provider organisations and will pertain to the relevant work streams under the strategic control of the IJB.

Key Elements of effective Clinical & Care Governance

Five key elements to clinical & care governance within the Scottish Borders Health and Social Care Partnership has been identified and are listed below:

- Quality and effectiveness of care;
- Professional standards and regulation;
- Safety and risk assessment;
- Leadership and culture;
- Learning, audit and continuous improvement.

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2. Clinical & Care Governance Assurance Framework - Implementing Health & Social Care Integration for the Scottish Borders

2.1 Objectives

The primary objectives of this assurance framework are to:

- Identify how clinical & care governance assurance will be reported to the IJB.
- Ensure that the Clinical & Care Governance Assurance Framework facilitates the identification of the key issues affecting the delivery of the Health and Social Care Strategic Plan and supporting Commissioning & Implementation Plan.
- Establish standards and principles for the efficient and effective management of clinical & care governance, including regular monitoring, reporting and review.

2.2 Reporting structure

The IJB is responsible for the strategic planning of the functions delegated to it and the risks arising from that undertaking.

The partner organisations Scottish Borders Council and NHS Borders will report any relevant clinical & care governance issues via the reporting structures by having oversight of delivery and/or governance routes:

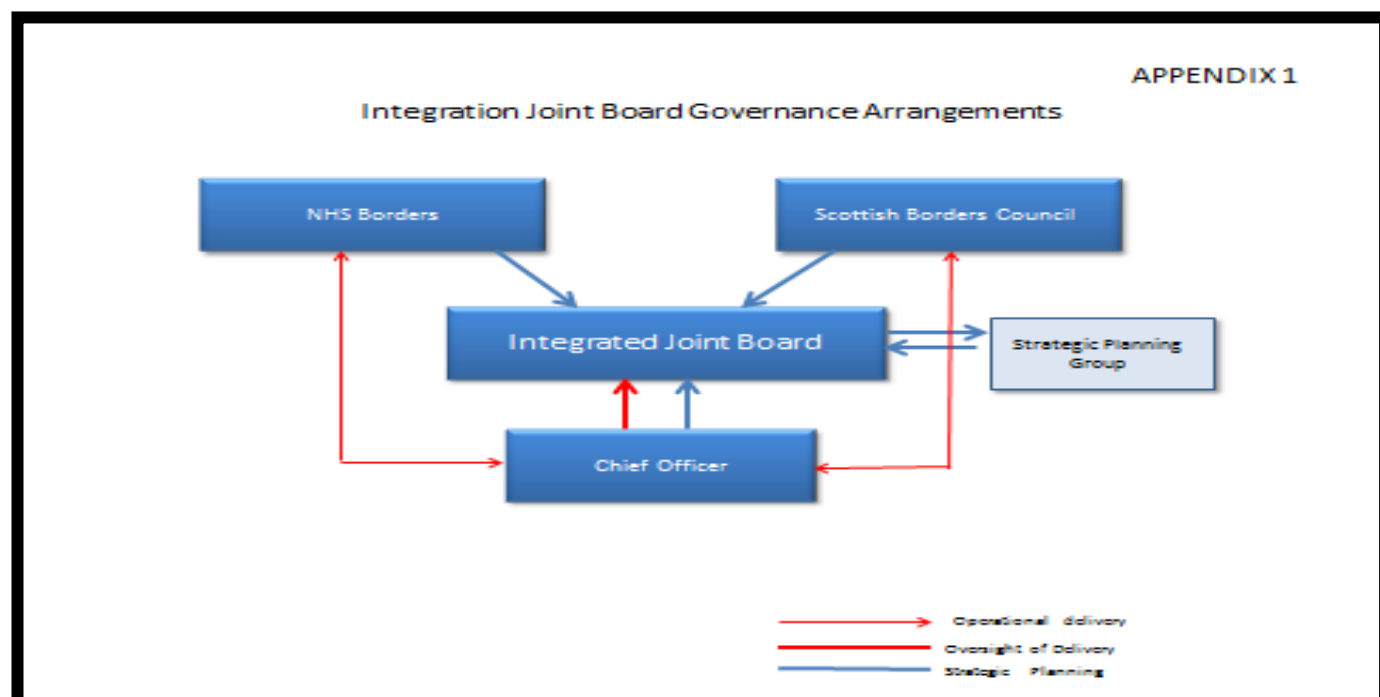


Diagram 1: Integration Joint Board Governance Arrangements Source: Scheme of Integration

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2.3 Types of topics to be reported

This assurance framework takes a positive and holistic approach to clinical & care governance assurance.

2.3.1 Adverse events

2.3.2 Patient feedback

2.3.3 Clinical effectiveness

2.3.4 Infection control

2.3.5 Patient safety

2.3.6 Medicines safety

2.3.7 Adult Protection

2.3.8 Child Protection

2.3.9 Risk management (see Risk Management Strategy)

2.3.10 Claims management

2.3.11 Research governance

2.3.12 National, internal and external audit or inspection reports (Care Inspectorate and Healthcare Improvement Scotland reports)

2.4 Clinical & Care Governance Assurance framework and process

This document represents the Clinical & Care Governance Assurance Framework to be implemented across the services delivered under the direction of the IJB and will contribute to the IJB's wider corporate governance arrangements.

There are five process steps to support clinical & care governance assurance

- Information on safety and quality of services is received
- Information is scrutinised to identify areas of action
- Actions arising from scrutiny and review of information are documented
- Impact of actions is monitored, measured and reported
- Information on impact is reported against key priorities

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2.5 Roles and responsibilities

2.5.1 Integration Joint Board (IJB)

All aspects of the work of the IJB should be driven by and designed to support efforts to deliver the best possible quality of health and social care. Clinical & care governance however, is principally concerned with those activities which directly affect the care, treatment and support that people receive.

Members of the IJB are responsible for:

- Collective ownership of clinical & care governance.
- Ensuring that delegated functions for clinical & care governance are being adequately and appropriately managed.
- Having oversight of clinical & care governance arrangements.
- Receiving and reviewing clinical & care governance issues that require to be brought to its attention.

2.5.2 Chief Officer

The Chief Officer has overall accountability for the IJB's Clinical & Care Governance Assurance Framework, ensuring that suitable and effective arrangements are in place relating to the services delivered under the direction of the IJB. The Chief Officer will be responsible for drawing to the attention of the IJB any new or escalating clinical & care governance risks and associated mitigations to ensure appropriate oversight and action.

The Chief Officer will keep the IJB and the Chief Executives of the partner organisations informed of any significant existing or emerging clinical & care governance risks that could seriously impact the IJB's ability to deliver the outcomes and objectives of the Strategic Plan or the reputation of the IJB or the partner organisations.

2.5.3 Assurance to the IJB and subsequently, Scottish Borders Council and Borders Health Board in respect of the key areas of governance will be achieved through explicit and effective lines of accountability. This accountability begins in the care setting within an agreed Clinical & Care Governance Assurance Framework established on the basis of existing key principles embedded in the governance and scrutiny arrangements for Borders Health Board and Scottish Borders Council.

2.5.4 The Clinical Directors at Borders Health Board level (Medical Director, Director of Nursing and Director of Public Health) share accountability for clinical governance of NHS services as a responsibility/function delegated from the Chief Executive of Borders Health Board.

2.5.5 These Directors continue to hold accountability for the actions of the Borders Health Board clinical staff who deliver care through health and social care integrated services. They attend the Borders Health Board Clinical Governance Committee which oversees the clinical governance arrangements of all services delivered by health care staff employed by Borders Health Board and which in turn will provide assurance to the IJB.

2.5.6 As part of the integration arrangements the Chief Social Work Officer will provide oversight and advice to the IJB on the quality of social work services delivered by social work staff through health and social care integrated services. The Chief Social Work Officer will continue to provide professional leadership for social work and be accountable for statutory decisions relating to social work. The Chief Social Work Officer is then held to account by Scottish Borders Council for such decisions and ensures that links are made across all social work services. The Chief Social Work Officer also advises Scottish Borders Council on the delivery of social work services through an annual report which will be made available to the IJB for assurance purposes. Scottish Borders Council will in turn provide assurance to the IJB via the Chief Social Work Officer.

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- 2.5.7** The IJB and, where required, the Strategic Planning Group and Localities, will receive clinical & care governance reports from the parties on matters relating to the delegated functions.
- 2.5.8** As part of the regular monitoring process the IJB may, as required, also take advice from other appropriate professional forums and groups as outlined in Scottish Government guidance, including the Adult Protection Committee, Child Protection Committee (for universal children's health services), Area Clinical Forum and Area Drug and Therapeutics Committee.
- 2.5.9** The appropriate appointed Clinical Directors at Borders Health Board level (Medical Director, Director of Nursing and Director of Public Health) will support the Chief Officer and the IJB in the manner they support Borders Health Board for the range of their responsibilities.
- 2.5.10** The Chief Social Work Officer will support the Chief Officer and the IJB in the same manner they support Scottish Borders Council. Appropriate arrangements are in place for the Chief Social Work Officer to discharge their responsibility to health and social care staff who have a professional or corporate accountability to the Chief Social Work Officer.

2.6 Next steps - developing clinical & care governance arrangements

Clinical & care governance is key to the effective delivery of the objectives within the Strategic Plan. The following activities and outputs will be developed. Timescales for these are being planned and progress in this will be reported through the implementation programme arrangements.

- 2.6.1** A clear statement describing the processes required to ensure clinical & care governance assurance arrangements in place for all services commissioned by the IJB.
- 2.6.2** Communication of IJB key messages relating to clear and transparent understanding of clinical & care governance requirements
- 2.6.3** Implementation of clinical & care governance reporting and monitoring arrangements
- 2.6.4** Identification of key reports and implementation of reporting timetable.

An evaluation of the efficiency and effectiveness of the IJB's clinical care governance assurance and reporting arrangements will be carried out as part of the annual assurance process on the IJB's corporate governance arrangements. The output will be considered by the IJB's Audit Committee within the annual governance reports.

The Clinical & Care Governance Assurance Framework (version 1.00) was approved by the Integration Joint Board at its meeting on 07.03.2016

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