

**LOCAL ACTIONS FOR LEARNING (LAFL): The learning and action points outlined here are designed to assist The Shrewsbury and Telford Hospital NHS Trust with making immediate and significant improvements to the safety and quality of their maternity services.**

LAFL Ref	Action required	Linked to associated plans (e.g. MIP / MTP)	Start Date	Due Date (action in place)	Delivery Status	Progress Status	Status Commentary (This Period)	Actual Completion Date	Date to be evidenced by	Date evidenced by	Lead Executive	Accountable Person	Location of Evidence
<b>Local Actions for Learning Theme 1: Maternity Care</b>													
4.54	A thorough risk assessment must take place at the booking appointment and at every antenatal appointment to ensure that the plan of care remains appropriate.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	30/06/21	10/08/21	H. Flavell	G. Calcott	<a href="#">Monday.com</a>
4.55	All members of the maternity team must provide women with accurate and contemporaneous evidence-based information as per national guidance. This W. ensure women can participate equally in all decision making processes and make informed choices about their care. Women's choices following a shared decision making process must be respected.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	30/06/21	10/08/21	H. Flavell	G. Calcott	<a href="#">Monday.com</a>
4.56	The maternity service at The Shrewsbury and Telford Hospital NHS Trust must appoint a dedicated Lead Midwife and Lead Obstetrician both with demonstrated expertise to focus on and champion the development and improvement of the practice of fetal monitoring. Both colleagues must have sufficient time and resource in order to carry out their duties.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	31/08/21	10/08/21	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.57	These leads must ensure that the service is compliant with the recommendations of Saving Babies Lives Care Bundle 2 (2019) and subsequent national guidelines. This additionally must include regional peer reviewed learning and assessment. These auditable recommendations must be considered by the Trust Board and as part of continued on-going oversight that has to be provided regionally by the Local Maternity System (LMS) and Clinical Commissioning Group.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	15/07/21	14/09/21	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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4.58	Staff must use NICE Guidance (2017) on fetal monitoring for the management of all pregnancies and births in all settings. Any deviations from this guidance must be documented, agreed within a multidisciplinary framework and made available for audit and monitoring.	Y	10/12/20	30/04/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	30/06/21	10/08/21	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.59	The maternity department clinical governance structure and team must be appropriately resourced so that investigations of all cases with adverse outcomes take place in a timely manner.	Y	10/12/20	31/12/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	07/12/21	31/03/22	28/02/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.60	The maternity department clinical governance structure must include a multidisciplinary team structure, trust risk representation, clear auditable systems of identification and review of cases of potential harm, adverse outcomes and serious incidents in line with the NHS England Serious Incident Framework 2015.	Y	10/12/20	31/12/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	07/12/21	31/03/22	08/03/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.61	Consultant obstetricians must be directly involved and lead in the management of all complex pregnancies and labour.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	31/05/21	10/08/21	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.62	There must be a minimum of twice daily consultant-led ward rounds and night shift of each 24 hour period. The ward round must include the labour ward coordinator and must be multidisciplinary. In addition the labour ward should have regular safety huddles and multidisciplinary handovers and in-situ simulation training.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	30/06/21	10/08/21	H. Flavell	G. Calcott	<a href="#">Monday.com</a>
4.63	Complex cases in both the antenatal and postnatal wards need to be identified for consultant obstetric review on a daily basis.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	28/02/22	28/02/22	H. Flavell	G. Calcott	<a href="#">Monday.com</a>

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Yellow	Not yet delivered	Recommendation is not yet in place, there are outstanding tasks.
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Green	Evidenced and Assured	Recommendation is in place, evidence proving this has been approved by executive and signed off by committee.

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4.64	The use of oxytocin to induce and/or augment labour must adhere to national guidelines and include appropriate and continued risk assessment in both first and second stage labour. Continuous CTG monitoring is mandatory if oxytocin infusion is used in labour and must continue throughout any additional procedure in labour.	Y	10/12/20	30/04/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	28/02/22	03/02/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
4.65	The maternity service must appoint a dedicated Lead Midwife and Lead Obstetrician both with demonstrated expertise to focus on and champion the development and improvement of the practice of bereavement care within maternity services at the Trust.	Y	10/12/20	31/07/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	03/02/22	28/02/22	28/02/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
4.66	The Lead Midwife and Lead Obstetrician must adopt and implement the National Bereavement Care Pathway.	Y	10/12/20	28/02/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	03/02/22	28/02/22	28/02/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions for Learning Theme 2: Maternal Deaths</b>													
4.72	The Trust must develop clear Standard Operational Procedures (SOP) for junior obstetric staff and midwives on when to involve the consultant obstetrician. There must be clear pathways for escalation to consultant obstetricians 24 hours a day, 7 days a week. Adherence to the SOP must be audited on an annual basis.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	28/02/22	03/02/22	H. Flavell	G. Calcott	<a href="#">Monday.com</a>
4.73	Women with pre-existing medical co-morbidities must be seen in a timely manner by a multidisciplinary specialist team and an individual management plan formulated in agreement with the mother to be. This must include a pathway for referral to a specialist maternal medicine centre for consultation and/or continuation of care at an early stage of the pregnancy.	Y	10/12/20	30/04/22	Evidenced and Assured	Completed	This action was approved as Evidenced and Assured at Aug-24's MTAC.	08/11/22	31/07/24	13/08/24	H. Flavell	G. Calcott	<a href="#">Monday.com</a>
4.74	There must be a named consultant with demonstrated expertise with overall responsibility for the care of high risk women during pregnancy, labour and birth and the post-natal period.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	28/02/22	28/02/22	H. Flavell	G. Calcott	<a href="#">Monday.com</a>

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<b>Local Actions for Learning Theme 3: Obstetric Anaesthesia</b>													
4.85	Obstetric anaesthetists are an integral part of the maternity team and must be considered as such. The maternity and anaesthetic service must ensure that obstetric anaesthetists are completely integrated into the maternity multidisciplinary team and must ensure attendance and active participation in relevant team meetings, audits, Serious Incident reviews, regular ward rounds and multidisciplinary training.	Y	10/12/20	31/03/22	Evidenced and Assured	Completed	Action complete - evidenced and assured .	07/12/21	31/03/22	10/05/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.86	Obstetric anaesthetists must be proactive and make positive contributions to team learning and the improvement of clinical standards. Where there is apparent disengagement from the maternity service the obstetric anaesthetists themselves must insist they are involved and not remain on the periphery, as the review team have observed in a number of cases reviewed.	Y	10/12/20	31/03/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	07/12/21	31/03/22	10/05/22	H. Flavell	G. Dashputre	<a href="#">Monday.com</a>
4.87	Obstetric anaesthetists and departments of anaesthesia must regularly review their current clinical guidelines to ensure they meet best practice standards in line with the national and local guidelines published by the RCoA and the OAA. Adherence to these by all obstetric anaesthetic staff working on labour ward and elsewhere, must be regularly audited. Any changes to clinical guidelines must be communicated and necessary training be provided to the midwifery and obstetric teams.	Y	10/12/20	31/03/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	07/12/21	31/10/23	09/05/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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4.88	Obstetric anaesthesia services at the Trust must develop or review the existing guidelines for escalation to the consultant on-call. This must include specific guidance for consultant attendance. Consultant anaesthetists covering labour ward or the wider maternity services must have sufficient clinical expertise and be easily contactable for all staff on delivery suite. The guidelines must be in keeping with national guidelines and ratified by the Anaesthetic and Obstetric Service with support from the Trust executive.	Y	10/12/20	31/03/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	07/12/21	30/06/23	11/07/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.89	The service must use current quality improvement methodology to audit and improve clinical performance of obstetric anaesthesia services in line with the recently published RCoA 2020 'Guidelines for Provision of Anaesthetic Services', section 7 'Obstetric Practice'.	Y	10/12/20	31/01/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	30/09/23	12/09/23	H. Flavell	G. Dashputre	<a href="#">Monday.com</a>
4.90	The Trust must ensure appropriately trained and appropriately senior/experienced anaesthetic staff participate in maternal incident investigations and that there is dissemination of learning from adverse events.	Y	10/12/20	31/03/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/03/22	31/03/22	10/05/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.91	The service must ensure mandatory and regular participation for all anaesthetic staff working on labour ward and the maternity services in multidisciplinary team training for frequent obstetric emergencies.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	31/03/22	10/05/22	H. Flavell	W. Parry-Smith	<a href="#">Monday.com</a>

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<b>Local Actions for Learning Theme 4: Neonatal Service</b>													
4.97	Medical and nursing notes must be combined; where they are kept separately there is the potential for important information not to be shared between all members of the clinical team. Daily clinical records, particularly for patients receiving intensive care, must be recorded using a structured format to ensure all important issues are addressed.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	31/03/21	30/04/21	14/09/21	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
4.98	There must be clearly documented early consultation with a neonatal intensive care unit (often referred to as tertiary units) for all babies born on a local neonatal unit who require intensive care.	Y	10/12/20	31/07/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/09/21	30/06/21	14/09/21	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
4.99	The neonatal unit should not undertake even short term intensive care, (except while awaiting a neonatal transfer service), if they cannot make arrangements for 24 hour on-site, immediate availability at either tier 2, (a registrar grade doctor with training in neonatology or an advanced neonatal nurse practitioner) or tier 3, (a neonatal consultant), with sole duties on the neonatal unit.	Y	10/12/20	31/10/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/01/21	31/10/21	14/09/21	H. Flavell	A.Sizer	<a href="http://Monday.com">Monday.com</a>
4.100	There was some evidence of outdated neonatal practice at The Shrewsbury and Telford Hospital NHS Trust. Consultant neonatologists and ANNPs must have the opportunity of regular observational attachments at another neonatal intensive care unit.	Y	10/12/20	31/05/24	Delivered, Not Yet Evidenced	On Track	This action was approved as Delivered, Not Yet Evidenced at May-24's MTAC.	14/05/24	31/05/25		H. Flavell	A.Sizer	<a href="http://Monday.com">Monday.com</a>

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**IMMEDIATE AND ESSENTIAL ACTIONS (IEA): To improve Care and Safety in Maternity Services**

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<b>Immediate and Essential Action 1: Enhanced Safety</b>													
Safety in maternity units across England must be strengthened by increasing partnerships between Trusts and within local networks Neighbouring Trusts must work collaboratively to ensure that local investigations into Serious Incidents (SIs) have regional and Local Maternity System (LMS) oversight													
1.1	Clinical change where required must be embedded across trusts with regional clinical oversight in a timely way. Trusts must be able to provide evidence of this through structured reporting mechanisms e.g. through maternity dashboards. This must be a formal item on LMS agendas at least every 3 months.	Y	10/12/20	28/02/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/03/22	28/06/22	14/06/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
1.2	External clinical specialist opinion from outside the Trust (but from within the region), must be mandated for cases of intrapartum fetal death, maternal death, neonatal brain injury and neonatal death.	Y	10/12/20	31/05/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	31/07/21	10/08/21	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
1.3	LMS must be given greater responsibility and accountability so that they can ensure the maternity services they represent provide safe services for all who access them.	Y	10/12/20	30/04/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/04/22	30/04/22	H. Flavell	H. Flavell	<a href="#">Monday.com</a>
1.4	An LMS cannot function as one maternity service only.	Y	10/12/20	TBC	Not Yet Delivered	Descoped (see exception report)	Action accepted as 'Descoped' at the Mar-24 MTAC. Whilst work continues with the LMNS to deliver this action, it is not within the Trust's power to deliver. Significant work remains to be done to facilitate this requirement and timelines for its completion cannot be determined yet.  This action will be reviewed for progress quarterly along with other descoped actions.		TBC		H. Flavell	H. Flavell	
1.5	The LMS Chair must hold CCG Board level membership so that they can directly represent their local maternity services which will include giving assurances regarding the maternity safety agenda.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	31/01/21	30/06/21	10/08/21	H. Flavell	H. Flavell	<a href="#">Monday.com</a>

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1.6	All maternity SI reports (and a summary of the key issues) must be sent to the Trust Board and at the same time to the local LMS for scrutiny, oversight and transparency. This must be done at least every 3 months.	Y	10/12/20	28/02/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	31/01/22	28/02/22	03/02/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Immediate and Essential Action 2: Listening to Women and Families</b>													
Maternity services must ensure that women and their families are listened to with their voices heard.													
2.1	Trusts must create an independent senior advocate role which reports to both the Trust and the LMS Boards.	Y	10/12/20	31/03/25	Not Yet Delivered	On Track	External dependent action on NHSEI. An exception report was presented to Oct-24's MNTAC amending the delivery and assurance dates to Mar-25 and Jun-25 respectively due to delays in recruitment.		30/06/25		H. Flavell	H. Flavell	
2.2	The advocate must be available to families attending follow up meetings with clinicians where concerns about maternity or neonatal care are discussed, particularly where there has been an adverse outcome.	Y	10/12/20	30/06/25	Not Yet Delivered	On Track	External dependent action on NHSEI. Linked to IEA 2.1. An exception report was presented to Oct-24's MNTAC amending the delivery and assurance dates to Jun-25 and Aug-25 respectively due to delays in recruitment.		31/08/25		H. Flavell	H. Flavell	
2.3	Each Trust Board must identify a non-executive director who has oversight of maternity services, with specific responsibility for ensuring that women and family voices across the Trust are represented at Board level. They must work collaboratively with their maternity Safety Champions.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/05/21	30/04/21	08/06/21	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
2.4	CQC inspections must include an assessment of whether women's voices are truly heard by the maternity service through the active and meaningful involvement of the Maternity Voices Partnership.	Y	10/12/20	TBC	Evidenced and Assured	Completed	Action accepted as 'Evidenced and Assured' at the Jun-24 MTAC.	12/03/24	TBC	11/06/24	H. Flavell	A. Lawrence	

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<b>Immediate and Essential Action 3: Staff Training and Working Together</b>													
Staff who work together must train together													
3.1	Trusts must ensure that multidisciplinary training and working occurs and must provide evidence of it. This evidence must be externally validated through the LMS, 3 times a year.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	30/10/21	07/12/21	H. Flavell	W. Parry-Smith	<a href="http://Monday.com">Monday.com</a>
3.2	Multidisciplinary training and working together must always include twice daily (day and night through the 7-day week) consultant-led and present multidisciplinary ward rounds on the labour ward.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	30/06/21	10/08/21	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
3.3	Trusts must ensure that any external funding allocated for the training of maternity staff, is ring-fenced and used for this purpose only.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/08/21	30/09/21	10/08/21	H. Flavell	H. Flavell	<a href="http://Monday.com">Monday.com</a>

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<b>Immediate and Essential Action 4: Managing Complex Pregnancies</b>													
There must be robust pathways in place for managing women with complex pregnancies. Through the development of links with the tertiary level Maternal Medicine Centre there must be agreement reached on the criteria for those cases to be discussed and /or referred to a maternal medicine specialist centre.													
4.1	Women with Complex Pregnancies must have a named consultant lead.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	31/10/21	04/11/21	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
4.2	Where a complex pregnancy is identified, there must be early specialist involvement and management plans agreed between the women and the team.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	28/02/22	03/02/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
4.3	The development of maternal medicine specialist centres as a regional hub and spoke model must be an urgent national priority to allow early discussion of complex maternity cases with expert clinicians.	Y	10/12/20	30/04/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/06/23	11/07/23	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
4.4	This must also include regional integration of maternal mental health services.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	20/04/21	30/08/22	10/05/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>

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APPENDIX ONE  
FIRST OCKENDEN REPORT ACTION PLAN

IEA Ref	Action required	Linked to associated plans (e.g. MIP / MTP)	Start Date	Due Date	Delivery Status	Progress Status	Status Commentary (This Period)	Actual Completion Date	Date to be evidenced by	Date evidenced by	Accountable Executive	Accountable Person	Location of Evidence
<b>Immediate and Essential Action 5: Risk Assessment Throughout Pregnancy</b>													
Staff must ensure that women undergo a risk assessment at each contact throughout the pregnancy pathway.													
5.1	All women must be formally risk assessed at every antenatal contact so that they have continued access to care provision by the most appropriately trained professional.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	28/02/22	03/02/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
5.2	Risk assessment must include ongoing review of the intended place of birth, based on the developing clinical picture.	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	28/02/22	03/02/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>

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<b>Immediate and Essential Action 6: Monitoring fetal Wellbeing</b>													
All maternity services must appoint a dedicated Lead Midwife and Lead Obstetrician both with demonstrated expertise to focus on and champion best practice in fetal monitoring.													
6.1	The Leads must be of sufficient seniority and demonstrated expertise to ensure they are able to effectively lead on: * Improving the practice of monitoring fetal wellbeing * Consolidating existing knowledge of monitoring fetal wellbeing * Keeping abreast of developments in the field * Raising the profile of fetal wellbeing monitoring * Ensuring that colleagues engaged in fetal wellbeing monitoring are adequately supported * Interfacing with external units and agencies to learn about and keep abreast of developments in the field, and to track and introduce best practice.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	31/08/21	14/09/21	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
6.2	The Leads must plan and run regular departmental fetal heart rate (FHR) monitoring meetings and cascade training. They should also lead on the review of cases of adverse outcome involving poor FHR interpretation and practice.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/07/21	30/10/21	04/11/21	H. Flavell	W. Parry-Smith	<a href="http://Monday.com">Monday.com</a>
6.3	The Leads must ensure that their maternity service is compliant with the recommendations of Saving Babies Lives Care Bundle 2 and subsequent national guidelines.	Y	10/12/20	30/06/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/08/21	15/07/21	13/08/21	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Immediate and Essential Action 7: Informed Consent</b>													
All Trusts must ensure women have ready access to accurate information to enable their informed choice of intended place of birth and mode of birth, including maternal choice for caesarean delivery.													
7.1	All maternity services must ensure the provision to women of accurate and contemporaneous evidence-based information as per national guidance. This must include all aspects of maternity care throughout the antenatal, intrapartum and postnatal periods of care	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/08/21	28/02/22	03/02/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
7.2	Women must be enabled to participate equally in all decision making processes and to make informed choices about their care.	Y	10/12/20	31/07/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/08/21	28/02/22	28/02/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>
7.3	Women's choices following a shared and informed decision making process must be respected	Y	10/12/20	31/03/21	Evidenced and Assured	Completed	Action complete - evidenced and assured	22/04/21	28/02/22	28/02/22	H. Flavell	G. Calcott	<a href="http://Monday.com">Monday.com</a>

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APPENDIX ONE  
FINAL OCKENDEN REPORT ACTION PLAN

**LOCAL ACTIONS FOR LEARNING (LAFL):** The learning and action points outlined here are designed to assist The Shrewsbury and Telford Hospital NHS Trust with making immediate and significant improvements to the safety and quality of their maternity services.

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<b>Local Actions For Learning Theme 1: Improving Management of Patient Safety Incidents</b>													
14.1	Incidents must be graded appropriately, with the level of harm recorded as the level of harm the patient actually suffered and in line with the relevant incident framework.	Y	30/03/22	30/04/24	Evidenced and Assured	Completed	This action was accepted as Evidenced and Assured at Jul-24's MTAC.	14/05/24	31/07/24	09/07/24	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.2	The Trust executive team must ensure an appropriate level of dedicated time and resources are allocated within job plans for midwives, obstetricians, neonatologists and anaesthetists to undertake incident investigations.	Y	30/03/22	30/11/23	Delivered, Not Yet Evidenced	On Track	An exception report was accepted at the Oct-24 MTAC, extending the deadline for assurance for this action to Feb-25 while further assurance is sought to ensure we sustainably comply with investigations timeline.	08/09/23	28/02/25		H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.3	All investigations must be undertaken by a multi-professional team of investigators and never by one individual or a single profession.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/01/23	11/10/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.4	The use of HRCRs to investigate incidents must be abolished and correct processes, procedures and terminology must be used in line with the relevant Serious Incident Framework.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/01/23	14/02/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.5	Individuals clinically involved in an incident should input into the evidence gathering stage, but never form part of the team that investigates the incident.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/01/23	13/09/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.6	All SIs must be completed within the timeframe set out in the SI framework. Any SIs not meeting this timeline should be escalated to the Trust Board.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/03/24	10/01/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.7	All members of the governance team who lead on incident investigations should attend regular appropriate training courses not less than three yearly. This should be included in local governance policy. These training courses must commence within the next 12 months	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	31/08/23	14/02/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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14.8	The governance team must ensure their incident investigation reports are easier for families to understand, for example ensuring any medical terms are explained in lay terms as in HSIB investigation reports.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	31/05/23	14/02/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.9	Lessons from clinical incidents must inform delivery of the local multidisciplinary training plan.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 2: Patient and Family Involvement</b>													
14.10	The needs of those affected must be the primary concern during incident investigations. Patients and their families must be actively involved throughout the investigation process.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/04/23	08/11/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.11	All feedback to families after an incident investigation has been conducted must be done in an open and transparent manner and conducted by senior members of the clinical leadership team, for example Director of Midwifery and consultant obstetrician meeting families together to ensure consistency and that information is in-line with the investigation report findings.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/04/23	08/11/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.12	The maternity governance team must work with their Maternity Voices Partnership (MVP) to improve how families are contacted, invited and encouraged to be involved in incident investigations.	Y	30/03/22	30/09/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/07/23	31/01/24	13/12/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 3: Support for Staff</b>													
14.13	There must be a robust process in place to ensure that all safety concerns raised by staff are investigated, with feedback given to the person raising the concern.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	30/04/23	11/10/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.14	The Trust must ensure that all staff are supported during incident investigations and consideration should be given to employing a clinical psychologist to support the maternity department going forwards.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/03/24	13/12/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 4: Improving Complaints Handling</b>													
14.15	Complaint responses should be empathetic and kind in their nature. The local MVP must be involved in helping design and implement a complaints response template which is relevant and appropriate for maternity services	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/10/22	31/01/23	10/01/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.16	Complaints themes and trends should be monitored at the maternity governance meeting, with actions to follow and shared with the MVP.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/08/23	13/12/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.17	All staff involved in preparing complaint responses must receive training in complaints handling.	Y	30/03/22	30/06/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/06/23	31/12/23	14/12/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 5: Improving Audit Process</b>													
14.18	There must be midwifery and obstetric co-leads for audits.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence & A. Sizer	<a href="http://Monday.com">Monday.com</a>
14.19	Audit meetings must be multidisciplinary in their attendance and all staff groups must be actively encouraged to attend, with attendance monitored.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	J. Jones	A. Lawrence & A. Sizer	<a href="http://Monday.com">Monday.com</a>
14.20	Any action that arises from a SI that involves a change in practice must be audited to ensure a change in practice has occurred	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/08/23	09/05/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.21a	Audits must demonstrate a systematic review against national/local standards ensuring recommendations address the identified deficiencies. Monitoring of actions must be conducted by the governance team.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/04/23	11/04/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.21b	Matters arising from clinical incidents must contribute to the annual audit plan.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/08/23	09/05/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 6: Improving Guidelines Process</b>													
14.22	There must be midwifery and obstetric co-leads for developing guidelines.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Lawrence & A. Sizer	<a href="http://Monday.com">Monday.com</a>
14.23	A process must be put in place to ensure guidelines are regularly kept up-to-date and amended as new national guidelines come into use.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	31/01/23	14/02/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 7: Leadership and Oversight</b>													
14.24	The Trust Board must review the progress of the maternity improvement and transformation plan every month.		30/03/22	31/07/2023	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/08/23	31/10/23	14/11/23	H. Flavell	H. Flavell	
14.25	The maternity services senior leadership team must use appreciative inquiry to complete the National Maternity Self-Assessment235 Tool published in July 2021, to benchmark their services and governance structures against national standards and best practice guidance. They must provide a comprehensive report of their self-assessment, including any remedial plans which must be shared with the Trust Board.		30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	C. McInnes	<a href="http://Monday.com">Monday.com</a>
14.26	The Director of Midwifery must have direct oversight of all complaints and the final sign off of responsibility before submission to the Patient Experience team and the Chief Executive		30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/10/22	31/01/23	13/12/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 8: Care of Vulnerable and High Risk Women</b>													
14.27	The Trust must adopt a consistent and systematic approach to risk assessment at booking and throughout pregnancy to ensure women are supported effectively and referred to specialist services where required.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/10/22	30/04/23	11/10/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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<b>Local Actions For Learning Theme 9: Fetal Growth Assessment and Management</b>													
14.28	The Trust must have robust local guidance in place for the assessment of fetal growth. There must be training in symphysis fundal height (SFH) measurements and audit of the documentation of it, at least annually.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.29	Audits must be undertaken of babies born with fetal growth restriction to ensure guidance has been followed. These recommendations are part of the Saving Babies Lives Toolkit (2015 and 2019).	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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<b>Local Actions For Learning Theme 10: Fetal Medicine Care</b>													
14.30	The Trust must ensure parents receive appropriate information in all cases of fetal abnormality, including involvement of the wider multidisciplinary team at the tertiary unit. Consideration must be given for birth in the tertiary centre as the best option in complex cases.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/10/23	31/03/24	12/03/24	H. Flavell	A.Sizer	
14.31	Parents must be provided with all the relevant information, including the opportunity for a consultation at a tertiary unit in order to facilitate an informed choice. All discussions must be fully documented in the maternity records.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/10/23	31/03/24	12/03/24	H. Flavell	A.Sizer	

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<b>Local Actions For Learning Theme 11: Diabetes Care</b>													
14.32	The Trust must develop a robust pregnancy diabetes service that can accommodate timely reviews for women with pre-existing and gestational diabetes in pregnancy. This service must run on a weekly basis and have internal cover to permit staff holidays and study leave.	Y	30/03/22	30/11/23	Delivered, Not Yet Evidenced	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case. A new timeline for Evidenced and Assured was set for Feb-25.	13/09/22	28/02/25		H. Flavell	C. McInnes	<a href="#">Monday.com</a>

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<b>Local Actions For Learning Theme 12: Hypertension</b>													
14.33	Staff working in maternity care at the Trust must be vigilant with regard to management of gestational hypertension in pregnancy. Hospital guidance must be updated to reflect national guidelines in a timely manner particularly when changes occur. Where there is deviation in local guidance from national guidance a comprehensive local risk assessment must be undertaken with the reasons for the deviation documented clearly in the guidance.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/10/22	31/08/23	08/08/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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<b>Local Actions For Learning Theme 13: Consultant Obstetric Ward Rounds and Clinical Review</b>													
14.34	All patients with unplanned acute admissions to the antenatal ward, excluding women in early labour, must have a consultant review within 14 hours of admission (Seven Day Clinical Services NHSE 2017237). These consultant reviews must occur with a clearly documented plan recorded in the maternity records	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	30/04/23	13/09/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
14.35	All women admitted for induction of labour, apart from those that are for post-dates, require a full clinical review prior to commencing the induction as recommended by the NICE Guidance Induction of Labour 2021.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/10/22	30/04/23	10/01/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
14.36	The Trust must strive to develop a safe environment and a culture where all staff are empowered to escalate to the correct person. They should use a standardised system of communication such as an SBAR239 to enable all staff to escalate and communicate their concerns.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/04/23	08/11/22	H. Flavell	A. Lawrence & C. McInnes	<a href="#">Monday.com</a>

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<b>Local Actions For Learning Theme 14: Escalation Of Concerns</b>													
14.37	The Trust's escalation policy must be adhered to and highlighted on training days to all maternity staff.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/04/23	31/08/23	11/04/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.38	The maternity service at the Trust must have a framework for categorising the level of risk for women awaiting transfer to the labour ward. Fetal monitoring must be performed depending on risk and at least once in every shift whilst the woman is on the ward.	Y	30/03/22	31/10/23	Evidenced and Assured	Completed	This action was accepted as Evidenced and Assured at Jul-24's MTAC.	14/11/23	30/06/24	09/07/24	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.39	The use of standardised computerised CTGs for antenatal care is recommended, and has been highlighted by national documents such as Each Baby Counts and Saving Babies Lives. The Trust has used computerised CTGs since 2015 with local guidance to support its use. Processes must be in place to be able to escalate cases of concern quickly for obstetric review and likewise this must be reflected in appropriate decision making. Local mandatory electronic fetal monitoring training must include sharing local incidences for learning across the multi-professional team.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 15: Multidisciplinary Working</b>													
14.40	The labour ward coordinator must be the first point of referral and be proactive in role modelling the professional behaviours and personal values that are consistent with positive team working and providing timely support for midwives when asked or when abnormality in labour presents.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/06/23	31/08/23		H. Flavell	C. McInnes	<a href="#">Monday.com</a>
14.41	The labour ward coordinator at the Trust must be supernumerary from labour care provision and provide the professional and operational link between midwifery and the most appropriately trained obstetrician.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/04/23	31/08/23	11/04/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
14.42	There must be a clear line of communication from the duty obstetrician and coordinating midwife to the supervising consultant at all times. Consultant support and on call availability are essential 24 hours per day, 7 days a week.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Lawrence & A. Sizer	<a href="#">Monday.com</a>
14.43	Senior clinicians such as consultant obstetricians and band 7 coordinators must receive training in civility, human factors and leadership.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/08/23	31/03/24	14/12/23	H. Flavell	A. Lawrence, A.Sizer & C. McInnes	<a href="#">Monday.com</a>
14.44	All clinicians at the Trust must work towards establishing a compassionate culture where staff learn together rather than apportioning blame. Staff must be encouraged to speak out when they have concerns about safe care	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/06/23	31/08/23	11/07/23	H. Flavell	A. Lawrence & C. McInnes	<a href="#">Monday.com</a>

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<b>Local Actions For Learning Theme 16: fetal Assessment and Monitoring</b>													
14.45	Obstetricians must not assess fetal wellbeing with fetal blood sampling (FBS) in the presence of suspected fetal infection.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/01/23	13/09/22	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
14.46a	The Trust must provide protected time to ensure that all clinicians are able to continuously update their knowledge, skills and techniques relevant to their clinical work	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Lawrence, A. Sizer & C. McInnes	<a href="http://Monday.com">Monday.com</a>
14.46b	Midwives and obstetricians must undertake annual training on CTG interpretation taking into account the physiological basis for FHR changes and the impact of pre-existing antenatal and additional intrapartum risk factors.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/08/23	13/12/22	H. Flavell	A. Lawrence & A. Sizer	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 17: Specific to Midwifery-Led Units and Out-Of-Hospital Births</b>													
14.47	Midwifery-led units must complete yearly operational risk assessments.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/08/23	13/12/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.48	Midwifery-led units must undertake regular multidisciplinary team skill drills to correspond with the training needs analysis plan.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
14.49	It is mandatory that all women are given written information with regards to the transfer time to the consultant obstetric unit when choosing an out-of-hospital birth. This information must be jointly developed and agreed between maternity services and the local ambulance trust.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/04/23	08/11/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 18: Maternal Deaths</b>													
14.50	In view of the relatively high number of direct maternal deaths, the Trust's current mandatory multidisciplinary team training for common obstetric emergencies must be reviewed in partnership with a neighbouring tertiary unit to ensure they are fit for purpose. This outcome of the review and potential action plan for improvement must be monitored by the LMS.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/07/23	31/03/24	08/08/23	J. Jones	A. Sizer	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 19: Obstetric Anaesthesia</b>													
14.51	The Trust's executive team must urgently address the deficiency in consultant anaesthetic staffing affecting daytime obstetric clinical work. Minimum consultant staffing must be in line with GPAS at all times. It is essential that sufficient consultant appointments are made to ensure adequate consultant cover for absences relating to annual, study and professional leave.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	31/08/23	14/02/23	J. Jones	G. Dashputre	<a href="#">Monday.com</a>
14.52	The Trust's executive team must urgently address the impact of the shortfall of consultant anaesthetists on the out-of-hours provision at the Princess Royal Hospital. Currently, one consultant anaesthetist provides out-of-hours support for all of the Trust's services. Staff appointments must be made to establish a separate consultant on-call rota for the intensive care unit as this will improve availability of consultant anaesthetist input to the maternity service.	Y	30/03/22	28/02/25	Not Yet Delivered	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case.  New timelines for Delivered, Not yet Evidenced and Evidenced and Assured were set for Feb-25 and Jul-25 respectively.		31/07/25		H. Flavell	J. Jones	
14.53	The Trust's executive team must support the anaesthetic department to ensure that job planning facilitates the engagement of consultant anaesthetists in maternity governance activity, and all anaesthetists who cover obstetric anaesthesia in multidisciplinary maternity education and training as recommended by RCoA in 2020.	Y	30/03/22	31/07/24	Delivered, Not Yet Evidenced	On Track	This action was accepted as delivered, Not Yet Evidenced at Aug-24's MNTAC.		30/08/24		H. Flavell	J. Jones	
14.54	The Trust's anaesthetists have responded to the first report with the development of a wide range of new and updated obstetric anaesthesia guidelines. Audit of compliance with these guidelines must now be undertaken to ensure evidence-based care is being embedded in day-to-day practice.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	31/03/24	09/05/23	H. Flavell	J. Jones	<a href="#">Monday.com</a>

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14.55	The Trust's department of anaesthesia must reflect on how it will ensure learning and development based on incident reporting. After discussion within the department, written guidance must be provided to staff regarding events that require reporting.	Y	30/03/22	30/06/24	Delivered, Not Yet Evidenced	On Track	This action was accepted as Delivered, Not Yet Evidenced at Jul-24's MTAC.	09/07/24	30/08/24		H. Flavell	J. Jones	

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<b>Local Actions For Learning Theme 20: Neonatal</b>													
14.56	The Trust must ensure that there is a clearly documented, early consultation with a tertiary NICU for babies who require, or are anticipated to require, continuing intensive care. This must be the subject of regular audit.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
14.57	As the Trust has benefitted from the presence of Advanced Neonatal Nurse Practitioners (ANNPs), the Trust must have a strategy for continuing recruitment, retention and training of ANNPs.	Y	30/03/22	30/11/23	Delivered, Not Yet Evidenced	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case. A new timeline for Evidenced and Assured was set for Sep-24.	14/11/23	30/09/24		H. Flavell	C. McInnes	<a href="http://Monday.com">Monday.com</a>
14.58	The Trust must ensure that sufficient resources are available to provide safe neonatal medical or ANNP cover at all times commensurate with a unit of this size and designation, such that short term intensive care can be safely delivered, in consultation with a NICU.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	C. McInnes	<a href="http://Monday.com">Monday.com</a>
14.59	The number of neonatal nurses at the Trust who are "qualified-in-specialty" must be increased to the recommended level, by ensuring funding and access to appropriate training courses. Progress must be subject to annual review.	Y	30/03/22	31/12/22	Delivered, Not Yet Evidenced	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case. A new timeline for Evidenced and Assured was set for Jul-25.	13/12/22	31/07/25		H. Flavell	C. McInnes	<a href="http://Monday.com">Monday.com</a>

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<b>Local Actions For Learning Theme 21: Postnatal</b>													
14.60	The Trust must ensure that a woman's GP is given complete, accurate and timely, information when a woman experiences a perinatal loss, or any other serious adverse event during pregnancy, birth or postnatal continuum.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	13/12/22	31/08/23	12/09/23	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
14.61	The Trust must ensure complete and accurate information is given to families after any poor obstetric outcome. The Trust must give families the option of receiving the governance reports, which must also be explained to them. Written summaries of any debrief meetings must also be sent to both the family and the GP.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	11/04/23	31/08/23	12/09/23	H. Flavell	A. Sizer	

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<b>Local Actions For Learning Theme 22: Staff Voices</b>													
14.62	The Trust must address as a matter of urgency the culture concerns highlighted through the staff voices initiative regarding poor staff behaviour and bullying, which remain apparent within the maternity service as illustrated by the results of the 2018 MatNeo culture survey.	Y	30/11/23	30/11/23	Delivered, Not Yet Evidenced	On Track	A deadline extension to Mar-25 was agreed at the Apr-24 MTAC. Whilst the service has demonstrated good progress in improving the culture, the committee agreed it was too early in the cultural transformation journey to consider this action fully embedded.	10/10/23	31/03/25		H. Flavell	C. McInnes	

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<b>Local Actions For Learning Theme 23: Supporting Families After the Review is Published</b>													
14.63	Maternity care must be delivered by the Trust recognising that there will be an ongoing legacy of maternity related trauma within the local community, felt through generations of families.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	14/02/23	J. Jones	H. Flavell	<a href="http://Monday.com">Monday.com</a>
14.64	There must be dialogue with NHS England and Improvement and commissioners and the mental health trust and wider system locally, aiming to secure resources which reflect the ongoing consequences of such large scale adverse maternity experiences. Specifically this must ensure multi-year investment in the provision of specialist support for the mental health and wellbeing of women and their families in the local area.	Y	30/03/22	TBC	Not Yet Delivered	Descoped (see exception report)	Action accepted as 'Descoped' at the Feb-23 MTAC as the action is fully dependent on NHSEI, commissioners and Mental Health Trusts. Thereby this action lies fully outside the scope of work of the MTP.		TBC		J. Jones	H. Flavell	

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**IMMEDIATE AND ESSENTIAL ACTIONS (IEA): To improve Care and Safety in Maternity Services**

IEA Ref	Action required	Linked to associated plans (e.g. MIP / MTP)	Start Date	Due Date	Delivery Status	Progress Status	Status Commentary (This Period)	Actual Completion Date	Date to be evidenced by	Date evidenced by	Accountable Executive	Accountable Person	Location of Evidence
<b>Immediate and Essential Action 1: Workforce planning And Sustainability</b>													
The recommendations from the Health and Social Care Committee Report: The safety of maternity services in England must be implemented. We state that the Health and Social Care Select Committee view that a proportion of maternity budgets must be ring-fenced for training in every maternity unit should be implemented.													
1.1	The investment announced following our first report was welcomed. However to fund maternity and neonatal services appropriately requires a multi-year settlement to ensure the workforce is enabled to deliver consistently safe maternity and neonatal care across England.	Y	30/03/22	31/05/25	Not Yet Delivered	On Track	This action was accepted as back into scope at Aug-24's MNTAC. The committee agreed evidence requirements pertaining to how it applies to SaTH. New agreed deadlines are: May-25 for Delivered, Not Yet Evidenced Aug-25 for Evidenced and Assured.		31/08/25		J. Jones	H. Flavell	
1.2	Minimum staffing levels should be those agreed nationally, or where there are no agreed national levels, staffing levels should be locally agreed with the LMNS. This must encompass the increased acuity and complexity of women, vulnerable families, and additional mandatory training to ensure trusts are able to safely meet organisational CNST and CQC requirements.	Y	30/03/22	30/11/23	Delivered, Not Yet Evidenced	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case.  A new timeline for Evidenced and Assured was set to Mar-25.	10/01/23	31/03/25		J. Jones	H. Flavell	
1.3	Minimum staffing levels must include a locally calculated uplift, representative of the three previous years' data, for all absences including sickness, mandatory training, annual leave and maternity leave.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	13/09/23	31/03/24	13/09/23	H. Flavell	C. McInnes	
1.4	The feasibility and accuracy of the BirthRate Plus tool and associated methodology must be reviewed nationally by all bodies. These bodies must include as a minimum NHSE, RCOG, RCM, RCPCH	Y	30/03/22	TBC	Not Yet Delivered	Descoped (see exception report)	Action accepted as 'Descoped' at the Feb-23 MTAC as the action fully dependent on National bodies (NHSE, RCOG, RCM and RCPCH) . Thereby this action lies fully outside the scope of work of the MTP.		TBC		J. Jones	H. Flavell	
1.5	All trusts must implement a robust preceptorship programme for newly qualified midwives (NQM), which supports supernumerary status during their orientation period and protected learning time for professional development as per the RCM (2017) position statement for this.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	08/11/22	31/08/23	09/05/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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1.6	All NQMs must remain within the hospital setting for a minimum period of one year post qualification. This timeframe will ensure there is an opportunity to develop essential skills and competencies on which to advance their clinical practice, enhance professional confidence and resilience and provide a structured period of transition from student to accountable midwife.	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	28/04/23	14/02/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
1.7	All trusts must ensure all midwives responsible for coordinating labour ward attend a fully funded and nationally recognised labour ward coordinator education module, which supports advanced decision-making, learning through training in human factors, situational awareness and psychological safety, to tackle behaviours in the workforce.	Y	30/03/22	TBC	Delivered, Not Yet Evidenced	On Track	Action 'rescoped' at the Jan-24 MTAC; as the programme has been approved Nationally.  An exception report was presented and accepted at May-24's MTAC setting the new deadline for Evidenced and Assured at May-25. This action is no longer 'At Risk'.	09/01/24	31/05/25		H. Flavell	A. Lawrence	
1.8	All trusts to ensure newly appointed labour ward coordinators receive an orientation package which reflects their individual needs. This must encompass opportunities to be released from clinical practice to focus on their personal and professional development.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	31/08/23	14/02/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
1.9	All trusts must develop a core team of senior midwives who are trained in the provision of high dependency maternity care. The core team should be large enough to ensure there is at least one HDU trained midwife on each shift, 24/7.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	13/06/23	31/03/24	12/09/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
1.10	All trusts must develop a strategy to support a succession-planning programme for the maternity workforce to develop potential future leaders and senior managers. This must include a gap analysis of all leadership and management roles to include those held by specialist midwives and obstetric consultants. This must include supportive organisational processes and relevant practical work experience.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	11/07/23	31/03/24	14/12/23	H. Flavell	C. McInnes, A. Sizer, A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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1.11	The review team acknowledges the progress around the creation of Maternal Medicine Networks nationally, which will enhance the care and safety of complex pregnancies. To address the shortfall of maternal medicine physicians, a sustainable training programme across the country must be established, to ensure the appropriate workforce long term.	Y	30/03/22	TBC	Not Yet Delivered	Descoped (see exception report)	Action accepted as 'Descoped' at the Feb-23 MTAC as the action fully dependent on National bodies(RCOG and RCP). Thereby this action lies fully outside the scope of work of the MTP.		TBC		J. Jones	H. Flavell	

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<b>Immediate and Essential Action 2: Safe Staffing</b>													
All trusts must maintain a clear escalation and mitigation policy where maternity staffing falls below the minimum staffing levels for all health professionals.													
2.1	When agreed staffing levels across maternity services are not achieved on a day-to-day basis this should be escalated to the services' senior management team, obstetric leads, the chief nurse, medical director, and patient safety champion and LMS.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/01/23	13/09/22	H. Flavell	C. McInnes	<a href="#">Monday.com</a>
2.2	In trusts with no separate consultant rotas for obstetrics and gynaecology there must be a risk assessment and escalation protocol for periods of competing workload. This must be agreed at board level	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
2.3	All trusts must ensure the labour ward coordinator role is recognised as a specialist job role with an accompanying job description and person specification.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	31/01/23	09/08/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
2.4	All trusts must review and suspend if necessary the existing provision and further roll out of Midwifery Continuity of Carer (MCoC) unless they can demonstrate staffing meets safe minimum requirements on all shifts. This will preserve the safety of all pregnant women and families, which is currently compromised by the unprecedented pressures that MCoC models place on maternity services already under significant strain.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	31/08/23	09/08/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
2.5	The reinstatement of MCoC should be withheld until robust evidence is available to support its reintroduction	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	31/08/23	09/08/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
2.6	The required additional time for maternity training for consultants and locally employed doctors must be provided in job plans. The protected time required will be in addition to that required for generic trust mandatory training and reviewed as training requirements change.	Y	30/03/22	31/12/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/10/23	31/03/24	12/03/24	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
2.7	All trusts must ensure there are visible, supernumerary clinical skills facilitators to support midwives in clinical practice across all settings.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	30/04/23	13/12/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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2.8	Newly appointed Band 7/8 midwives must be allocated a named and experienced mentor to support their transition into leadership and management roles.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	30/04/23	14/02/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
2.9	All trusts must develop strategies to maintain bi-directional robust pathways between midwifery staff in the community setting and those based in the hospital setting, to ensure high quality care and communication.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/01/23	11/10/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
2.10	All trusts should follow the latest RCOG guidance on managements of locums. The RCOG encourages the use of internal locums and has developed practical guidance with NHS England on the management of locums. This includes support for locums and ensuring they comply with recommended processes such as pre-employment checks and appropriate induction.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	30/04/23	14/02/23	H. Flavell	A. Sizer	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 3: Escalation and Accountability</b>													
Staff must be able to escalate concerns if necessary. There must be clear processes for ensuring that obstetric units are staffed by appropriately trained staff at all times. If not resident there must be clear guidelines for when a consultant obstetrician should attend.													
3.1	All trusts must develop and maintain a conflict of clinical opinion policy to support staff members in being able to escalate their clinical concerns regarding a woman's care in case of disagreement between healthcare professionals.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/04/23	31/08/23	09/05/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
3.2	When a middle grade or trainee obstetrician (non-consultant) is managing the maternity service without direct consultant presence trusts must have an assurance mechanism to ensure the middle grade or trainee is competent for this role.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/01/23	13/09/22	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
3.3	Trusts should aim to increase resident consultant obstetrician presence where this is achievable.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
3.4	There must be clear local guidelines for when consultant obstetricians' attendance is mandatory within the unit.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/05/22	30/09/22	15/06/22	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
3.5	There must be clear local guidelines detailing when the consultant obstetrician and the midwifery manager on-call should be informed of activity within the unit	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/10/22	31/01/23	11/10/22	H. Flavell	A. Sizer, C. McInnes, A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Immediate and Essential Action 4: Clinical Governance - Leadership</b>													
Trust boards must have oversight of the quality and performance of their maternity services. In all maternity services the Director of Midwifery and Clinical Director for obstetrics must be jointly operationally responsible and accountable for the maternity governance systems.													
4.1	Trust boards must work together with maternity departments to develop regular progress and exception reports, assurance reviews and regularly review the progress of any maternity improvement and transformation plans.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/06/22	31/01/24	14/11/23	H. Flavell	C. McInnes, A. Sizer, A. Lawrence	<a href="#">Monday.com</a>
4.2	All maternity service senior leadership teams must use appreciative inquiry to complete the National Maternity Self-Assessment Tool if not previously done. A comprehensive report of their self-assessment including governance structures and any remedial plans must be shared with their trust board.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	C. McInnes	<a href="#">Monday.com</a>
4.3	Every trust must ensure they have a patient safety specialist, specifically dedicated to maternity services.	Y	30/03/22	30/09/24	Not Yet Delivered	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case. New timelines for Delivered not yet Evidenced and Evidenced and Assured were set for Sep-24 and Dec-24 respectively.		31/12/24		J. Jones	H. Flavell	
4.4	All clinicians with responsibility for maternity governance must be given sufficient time in their job plans to be able to engage effectively with their management responsibilities	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.5	All trusts must ensure that those individuals leading maternity governance teams are trained in human factors, causal analysis and family engagement	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/04/23	31/08/23	11/04/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
4.6	All maternity services must ensure there are midwifery and obstetric co-leads for developing guidelines. The midwife co-lead must be of a senior level, such as a consultant midwife, who can drive the guideline agenda and have links with audit and research.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
4.7	All maternity services must ensure they have midwifery and obstetric co-leads for audits.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/05/22	30/09/22	15/06/22	H. Flavell	A. Lawrence, A. Sizer	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 5: Clinical Governance - Incident Investigation and Complaints</b>													
Incident investigations must be meaningful for families and staff and lessons must be learned and implemented in practice in a timely manner.													
5.1	All maternity governance teams must ensure the language used in investigation reports is easy to understand for families, for example ensuring any medical terms are explained in lay terms	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	30/04/23	14/02/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
5.2	Lessons from clinical incidents must inform delivery of the local multidisciplinary training plan	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	31/01/23	13/09/22	H. Flavell	A. Sizer, A. Lawrence	<a href="#">Monday.com</a>
5.3	Actions arising from a serious incident investigation which involve a change in practice must be audited to ensure a change in practice has occurred.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/04/23	31/08/23	11/04/23	H. Flavell	A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
5.4	Change in practice arising from an SI investigation must be seen within 6 months after the incident occurred.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/05/23	31/08/23	09/05/23	H. Flavell	A. Sizer, A. Lawrence	<a href="#">Monday.com</a>
5.5	All trusts must ensure that complaints which meet SI threshold must be investigated as such.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/04/23	14/02/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
5.6	All maternity services must involve service users (ideally via their MVP) in developing complaints response processes that are caring and transparent	Y	30/03/22	31/10/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/01/23	31/01/23	10/01/23	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
5.7	Complaints themes and trends must be monitored by the maternity governance team.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/05/22	30/09/22	15/06/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 6: Learning from Maternal deaths</b>													
Nationally all maternal post-mortem examinations must be conducted by a pathologist who is an expert in maternal physiology and pregnancy related pathologies. In the case of a maternal death a joint review panel/investigation of all services involved in the care must include representation from all applicable hospitals/clinical settings.													
6.1	NHS England and Improvement must work together with the Royal Colleges and the Chief Coroner for England and Wales to ensure that this is provided in any case of a maternal death	Y	30/03/22	TBC	Not Yet Delivered	Descoped (see exception report)	Action accepted as 'Descoped' at the Feb-23 MTAC as the action fully dependent on National bodies(Royal Colleges). Thereby this action lies fully outside the scope of work of the MTP.		TBC		J. Jones	H. Flavell	
6.2	This joint review panel/investigation must have an independent chair, must be aligned with local and regional staff and seek external clinical expert opinion where required.	Y	30/03/22	30/04/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	30/04/23	14/02/23	J. Jones	H. Flavell	<a href="#">Monday.com</a>
6.3	Learning from this review must be introduced into clinical practice within 6 months of the completion of the panel. The learning must also be shared across the LMS.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/01/23	31/08/23	09/05/23	H. Flavell	A. Sizer, A. Lawrence	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 7: Multidisciplinary Training</b>													
Staff who work together must train together. Staff should attend regular mandatory training and rotas. Job planning needs to ensure all staff can attend. Clinicians must not work on labour ward without appropriate regular CTG training and emergency skills training.													
7.1	All members of the multidisciplinary team working within maternity should attend regular joint training, governance and audit events. Staff should have allocated time in job plans to ensure attendance, which must be monitored.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/08/23	31/03/24	13/12/23	H. Flavell	C. McInnes	<a href="#">Monday.com</a>
7.2	Multidisciplinary training must integrate the local handover tools (such as SBAR) into the teaching programme at all trusts.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/05/22	30/09/22	15/06/22	H. Flavell	C. McInnes, A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
7.3	All trusts must mandate annual human factor training for all staff working in a maternity setting; this should include the principles of psychological safety and upholding civility in the workplace, ensuring staff are enabled to escalate clinical concerns. The content of human factor training must be agreed with the LMS.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/07/23	31/03/24	09/01/24	H. Flavell	C. McInnes, A. Sizer, A. Lawrence	
7.4	There must be regular multidisciplinary skills drills and on-site training for the management of common obstetric emergencies including haemorrhage, hypertension and cardiac arrest and the deteriorating patient.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
7.5	There must be mechanisms in place to support the emotional and psychological needs of staff, at both an individual and team level, recognising that well supported staff teams are better able to consistently deliver kind and compassionate care.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/05/22	30/09/22	15/06/22	H. Flavell	C. McInnes, A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
7.6	Systems must be in place in all trusts to ensure that all staff are trained and up to date in CTG and emergency skills	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	09/08/22	31/01/23	09/08/22	H. Flavell	C. McInnes, A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
7.7	Clinicians must not work on labour wards or provide intrapartum care in any location without appropriate regular CTG training and emergency skills training. This must be mandatory	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/03/24	13/12/22	H. Flavell	C. McInnes, A. Lawrence, A. Sizer	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 8: Complex Antenatal Care</b> Local Maternity Systems, Maternal Medicine Networks and trusts must ensure that women have access to pre-conception care. Trusts must provide services for women with multiple pregnancy in line with national guidance. Trusts must follow national guidance for managing women with diabetes and hypertension in pregnancy.													
8.1	Women with pre-existing medical disorders, including cardiac disease, epilepsy, diabetes and chronic hypertension, must have access to preconception care with a specialist familiar in managing that disorder and who understands the impact that pregnancy may have.	Y	30/03/22	28/02/25	Not Yet Delivered	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case.  New timelines for Delivered not yet Evidenced and Evidenced and Assured were set for Feb-25 and Jul-25 respectively.		31/07/25		H. Flavell	A. Sizer	
8.2	Trusts must have in place specialist antenatal clinics dedicated to accommodate women with multifetal pregnancies. They must have a dedicated consultant and have dedicated specialist midwifery staffing. These recommendations are supported by the NICE Guideline Twin and Triplet Pregnancies 2019.	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	30/04/23	14/02/23	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
8.3	NICE Diabetes and Pregnancy Guidance 2020 should be followed when managing all pregnant women with pre-existing diabetes and gestational diabetes.	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	30/04/23	14/02/23	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
8.4	When considering and planning delivery for women with diabetes, clinicians should present women with evidence-based advice as well as relevant national recommendations. Documentation of these joint discussions must be made in the woman's maternity records.	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	30/04/23	09/05/23	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
8.5	Trusts must develop antenatal services for the care of women with chronic hypertension. Women who are identified with chronic hypertension must be seen in a specialist consultant clinic to evaluate and discuss risks and benefits to treatment. Women must be commenced on Aspirin 75-150mg daily, from 12 weeks gestation in accordance with the NICE Hypertension and Pregnancy Guideline (2019).	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	31/08/23	08/08/23	H. Flavell	A. Sizer	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 9: Preterm Birth</b>													
The LMNS, commissioners and trusts must work collaboratively to ensure systems are in place for the management of women at high risk of preterm birth. Trusts must implement NHS Saving Babies Lives Version 2 (2019)													
9.1	Senior clinicians must be involved in counselling women at high risk of very preterm birth, especially when pregnancies are at the thresholds of viability.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/04/23	31/08/23	11/04/23	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
9.2	Women and their partners must receive expert advice about the most appropriate fetal monitoring that should be undertaken dependent on the gestation of their pregnancies and what mode of delivery should be considered.	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/01/23	30/04/23	10/01/23	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
9.3	Discussions must involve the local and tertiary neonatal teams so parents understand the chances of neonatal survival and are aware of the risks of possible associated disability.	Y	30/03/22	28/02/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/04/23	30/04/23	11/04/23	H. Flavell	J. Jones	<a href="http://Monday.com">Monday.com</a>
9.4	The LMNS, commissioners and trusts must work collaboratively to ensure systems are in place for the management of women at high risk of preterm birth. Trusts must implement NHS Saving Babies Lives Version 2 (2019)  There must be a continuous audit process to review all in utero transfers and cases where a decision is made not to transfer to a Level 3 neonatal unit and when delivery subsequently occurs in the local unit.	Y	30/03/22	TBC	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	TBC	12/09/23	H. Flavell	A. Sizer	

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<b>Immediate and Essential Action 10: Labour and Birth</b>													
Women who choose birth outside a hospital setting must receive accurate advice with regards to transfer times to an obstetric unit should this be necessary. Centralised CTG monitoring systems should be mandatory in obstetric units													
10.1	All women must undergo a full clinical assessment when presenting in early or established labour. This must include a review of any risk factors and consideration of whether any complicating factors have arisen which might change recommendations about place of birth. These must be shared with women to enable an informed decision re place of birth to be made.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/23	30/04/23	11/04/23	H. Flavell	A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
10.2	Midwifery-led units must complete yearly operational risk assessments.	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	13/09/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
10.3	Midwifery-led units must undertake regular multidisciplinary team skill drills to correspond with the training needs analysis plan	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence	<a href="#">Monday.com</a>
10.4	It is mandatory that all women who choose birth outside a hospital setting are provided accurate and up to date written information about the transfer times to the consultant obstetric unit. Maternity services must prepare this information working together and in agreement with the local ambulance trust	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	08/11/22	30/04/23	08/11/22	H. Flavell	A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
10.5	Maternity units must have pathways for Induction of labour (IOL). Trusts need a mechanism to clearly describe safe pathways for IOL if delays occur due to high activity or short staffing.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - Evidenced and assured	08/11/22	30/09/23	12/09/23	H. Flavell	A. Lawrence, A. Sizer	<a href="#">Monday.com</a>
10.6	Centralised CTG monitoring systems must be made mandatory in obstetric units across England to ensure regular multi-professional review of CTGs.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 11: Obstetric Anaesthesia</b>													
In addition to routine inpatient obstetric anaesthesia follow-up, a pathway for outpatient postnatal anaesthetic follow-up must be available in every trust to address incidences of physical and psychological harm. Documentation of patient assessments and interactions by obstetric anaesthetists must improve. The determination of core datasets that must be recorded during every obstetric anaesthetic intervention would result in record-keeping that more accurately reflects events. Staffing shortages in obstetric anaesthesia must be highlighted and updated guidance for the planning and provision of safe obstetric anaesthesia services throughout England must be developed.													
11.1	Conditions that merit further follow-up include, but are not limited to, postdural puncture headache, accidental awareness during general anaesthesia, intraoperative pain and the need for conversion to general anaesthesia during obstetric interventions, neurological injury relating to anaesthetic interventions, and significant failure of labour analgesia.	Y	30/03/22	30/11/23	Delivered, Not Yet Evidenced	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case.  A new timelines for Evidenced and Assured was set for Feb-25	08/11/22	28/02/25		H. Flavell	J. Jones	<a href="http://Monday.com">Monday.com</a>
11.2	Anaesthetists must be proactive in recognising situations where an explanation of events and an opportunity for questions may improve a woman's overall experience and reduce the risk of long-term psychological consequences	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	11/04/23	31/08/23	12/09/23	H. Flavell	J. Jones	
11.3	All anaesthetic departments must review the adequacy of their documentation in maternity patient records and take steps to improve this where necessary as recommended in Good Medical Practice by the GMC	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	14/02/23	31/08/23	14/02/23	H. Flavell	J. Jones	<a href="http://Monday.com">Monday.com</a>
11.4	Resources must be made available for anaesthetic professional bodies to determine a consensus regarding contents of core datasets and what constitutes a satisfactory anaesthetic record in order to maximise national engagement and compliance.	Y	30/03/22	TBC	Not Yet Delivered	Descoped (see exception report)	Action accepted as 'Descoped' at the Feb-23 MTAC as the action fully dependent on National bodies (RCoA) obtaining resources. Thereby this action lies fully outside the scope of work of the MTP.		TBC		H. Flavell	J. Jones	
11.5	Obstetric anaesthesia staffing guidance to include:  The role of consultants, SAS doctors and doctors-in-training in service provision, as well as the need for prospective cover, to ensure maintenance of safe services whilst allowing for staff leave.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	14/02/23	31/08/23	08/08/23	H. Flavell	J. Jones	<a href="http://Monday.com">Monday.com</a>

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11.6	Obstetric anaesthesia staffing guidance to include: The full range of obstetric anaesthesia workload including, elective caesarean lists, clinic work, labour ward cover, as well as teaching, attendance at multidisciplinary training, and governance activity	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	14/02/23	31/10/23	14/11/23	H. Flavell	J. Jones	<a href="#">Monday.com</a>
11.7	Obstetric anaesthesia staffing guidance to include: The competency required for consultant staff who cover obstetric services out-of-hours, but who have no regular obstetric commitments.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/12/23	14/11/23	H. Flavell	J. Jones	<a href="#">Monday.com</a>
11.8	Obstetric anaesthesia staffing guidance to include: Participation by anaesthetists in the maternity multidisciplinary ward rounds as recommended in the first report.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/01/23	10/01/23	H. Flavell	J. Jones	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 12: Postnatal Care</b>													
Trusts must ensure that women readmitted to a postnatal ward and all unwell postnatal women have timely consultant review. Postnatal wards must be adequately staffed at all times.													
12.1	All trusts must develop a system to ensure consultant review of all postnatal readmissions, and unwell postnatal women, including those requiring care on a non-maternity ward.	Y	30/03/22	30/11/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/12/22	31/03/24	13/12/22	H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
12.2	Unwell postnatal women must have timely consultant involvement in their care and be seen daily as a minimum	Y	30/03/22	30/11/23	Delivered, Not Yet Evidenced	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case. A new timeline for Evidenced and Assured was set for Jul-25.	13/12/22	31/07/25		H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
12.3	Postnatal readmissions must be seen within 14 hours of readmission or urgently if necessary	Y	30/03/22	30/11/23	Delivered, Not Yet Evidenced	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case. A new timeline for Evidenced and Assured was set for Jul-25.	13/12/22	31/07/25		H. Flavell	A. Sizer	<a href="http://Monday.com">Monday.com</a>
12.4	Staffing levels must be appropriate for both the activity and acuity of care required on the postnatal ward both day and night, for both mothers and babies.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	14/02/23	31/08/23	14/02/23	H. Flavell	A. Sizer, A. Lawrence	<a href="http://Monday.com">Monday.com</a>

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<b>Immediate and Essential Action 13: Bereavement Care</b>													
Trusts must ensure that women who have suffered pregnancy loss have appropriate bereavement care services.													
13.1	Trusts must provide bereavement care services for women and families who suffer pregnancy loss. This must be available daily, not just Monday to Friday	Y	30/03/22	30/09/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	12/07/22	31/01/23	12/07/22	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
13.2	All trusts must ensure adequate numbers of staff are trained to take post-mortem consent, so that families can be counselled about post-mortem within 48 hours of birth. They should have been trained in dealing with bereavement and in the purpose and procedures of post-mortem examinations.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/10/22	31/10/23	14/11/23	H. Flavell	A. Lawrence	<a href="http://Monday.com">Monday.com</a>
13.3	All trusts must develop a system to ensure that all families are offered follow-up appointments after perinatal loss or poor serious neonatal outcome.	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	10/05/22	30/09/22	14/06/22	H. Flavell	A. Lawrence, A. Sizer	<a href="http://Monday.com">Monday.com</a>
13.4	Compassionate, individualised, high quality bereavement care must be delivered for all families who have experienced a perinatal loss, with reference to guidance such as the National Bereavement Care Pathway	Y	30/03/22	31/07/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	11/05/22	30/09/22	15/06/22	H. Flavell	A. Lawrence, A. Sizer	<a href="http://Monday.com">Monday.com</a>

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<b>Immediate and Essential Action 14: Neonatal Care</b>													
There must be clear pathways of care for provision of neonatal care. This review endorses the recommendations from the Neonatal Critical Care Review (December 2019) to expand neonatal critical care, increase neonatal cot numbers, develop the workforce and enhance the experience of families. This work must now progress at pace.													
14.1	Neonatal and maternity care providers, commissioners and networks must agree on pathways of care including the designation of each unit and on the level of neonatal care that is provided.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	28/02/23	13/09/22	J. Jones	H. Flavell	<a href="#">Monday.com</a>
14.2	Care that is outside this agreed pathway must be monitored by exception reporting (at least quarterly) and reviewed by providers and the network. The activity and results of the reviews must be reported to commissioners and the Local Maternity Neonatal Systems (LMS/LMNS) quarterly.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	30/04/23	13/09/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
14.3	Maternity and neonatal services must continue to work towards a position of at least 85% of births at less than 27 weeks gestation taking place at a maternity unit with an onsite NICU.	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	30/04/23	13/09/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
14.4	Neonatal Operational Delivery Networks must ensure that staff within provider units have the opportunity to share best practice and education to ensure units do not operate in isolation from their local clinical support network. For example senior medical, ANNP and nursing staff must have the opportunity for secondment to attend other appropriate network units on an occasional basis to maintain clinical expertise and avoid working in isolation.	Y	30/03/22	31/12/23	Not Yet Delivered	Descoped (see exception report)	This action has been accepted as 'Descoped' at the Mar-24 MTAC as its delivery sits with the Neonatal Delivery Network.  The Trust will continue to work on enabling the rotation of Neonatal staff within other unites through its delivery of LAFL 4.100.		31/03/24		J. Jones	H. Flavell	<a href="#">Monday.com</a>
14.5	Each network must report to commissioners annually what measures are in place to prevent units from working in isolation.	Y	30/03/22	TBC	Delivered, Not Yet Evidenced	Descoped (see exception report)	Action approved as 'delivered, not yet evidenced' at July MTAC as the Trust has been providing the Network with all the requested reports.  Action accepted as 'Descoped' at the Feb-23 MTAC as the action is now within the hands of the Network to progress. Thereby this action lies fully outside the scope of work of the MTP.	12/07/22	TBC		J. Jones	H. Flavell	<a href="#">Monday.com</a>
14.6	Neonatal providers must ensure that processes are defined which enable telephone advice and instructions to be given, where appropriate, during the course of neonatal resuscitations. When it is anticipated that the consultant is not immediately available (for example out of hours), there must be a mechanism that allows a real-time dialogue to take place directly between the consultant and the resuscitating team if required.	Y	30/03/22	31/05/23	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	31/08/23	11/04/23	H. Flavell	A. Sizer	<a href="#">Monday.com</a>

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14.7	Neonatal practitioners must ensure that once an airway is established and other reversible causes have been excluded, appropriate early consideration is given to increasing inflation pressures to achieve adequate chest rise. Pressures above 30cmH2O in term babies, or above 25cmH2O in preterm babies may be required. The Resuscitation Council UK Newborn Life Support (NLS) Course must consider highlighting this treatment point more clearly in the NLS algorithm	Y	30/03/22	31/12/22	Evidenced and Assured	Completed	Action complete - evidenced and assured	13/09/22	30/04/23	13/09/22	H. Flavell	A. Sizer	<a href="#">Monday.com</a>
14.8	Neonatal providers must ensure sufficient numbers of appropriately trained consultants, tier 2 staff (middle grade doctors or ANNPs) and nurses are available in every type of neonatal unit (NICU, LNU and SCBU) to deliver safe care 24/7 in line with national service specifications.	Y	30/03/22	30/04/25	Not Yet Delivered	On Track	This action was accepted as back 'on track' at Jul-24's MTAC as funding was allocated to the business case.  New timelines for Delivered, Not yet Evidenced and Evidenced and Assured were set for Apr-25 and Jul-25 respectively,		31/07/25		H. Flavell	C. McInnes, A.Sizer	<a href="#">Monday.com</a>

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<b>Immediate and Essential Action 15: Supporting Families</b>													
Care and consideration of the mental health and wellbeing of mothers, their partners and the family as a whole must be integral to all aspects of maternity service provision. Maternity care providers must actively engage with the local community and those with lived experience, to deliver services that are informed by what women and their families say they need from their care													
15.1	There must be robust mechanisms for the identification of psychological distress, and clear pathways for women and their families to access emotional support and specialist psychological support as appropriate.	Y	30/03/22	30/04/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	14/02/23	30/04/23	14/02/23	H. Flavell	C. McInnes	
15.2	Access to timely emotional and psychological support should be without the need for formal mental health diagnosis, as psychological distress can be a normal reaction to adverse experiences.	Y	30/03/22	30/04/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	14/02/23	30/04/23	14/02/23	H. Flavell	C. McInnes	
15.3	Psychological support for the most complex levels of need should be delivered by psychological practitioners who have specialist expertise and experience in the area of maternity care	Y	30/03/22	30/04/23	Evidenced and Assured	Completed	Action complete - Evidenced and assured	14/02/23	30/04/23	14/02/23	H. Flavell	C. McInnes	

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Counts

Ockenden 1  
Delivery Status

Action Type	Total number of actions	Not yet delivered	Delivered, Not Yet Evidenced	Evidenced and Assured
LAFL	27	0	1	26
IEA	25	3	0	22
<b>Total</b>	<b>52</b>	<b>3</b>	<b>1</b>	<b>48</b>

Progress Status

Action Type	Total number of actions	Not Started	On Track	At Risk (see exception report)	Off Track (see exception report)	Completed	Descoped (See exception report)
LAFL	27	0	1	0	0	26	0
IEA	25	0	2	0	0	22	1
<b>Total</b>	<b>52</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>48</b>	<b>1</b>

Counts

**Ockenden 2**

**Delivery Status**

Action Type	Total number of actions	Not yet delivered	Delivered, Not Yet Evidenced	Evidenced and Assured
LAFL	66	2	7	57
IEA	92	9	6	77
<b>Total</b>	<b>158</b>	<b>11</b>	<b>13</b>	<b>134</b>

**Progress Status**

Action Type	Total number of actions	Not Started	On Track	At Risk (see exception report)	Off Track (see exception report)	Completed	Descoped (See exception report)
LAFL	66	0	8	0	0	57	1
IEA	92	0	9	0	0	77	6
<b>Total</b>	<b>158</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>134</b>	<b>7</b>

**Combined actions - Delivery status**


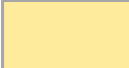
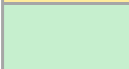
Action Type	Total number of actions	Not yet delivered	Delivered, Not Yet Evidenced	Evidenced and Assured
LAFL	93	2	8	83
IEA	117	12	6	99
<b>Total</b>	<b>210</b>	<b>14</b>	<b>14</b>	<b>182</b>

**Combined actions- Progress status**

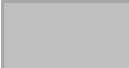


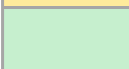
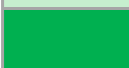

Action Type	Total number of actions	Not Started	On Track	At Risk (see exception report)	Off Track (see exception report)	Completed	Descoped (See exception report)
LAFL	93	0	9	0	0	83	1
IEA	117	0	11	0	0	99	7
<b>Total</b>	<b>210</b>	<b>0</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>182</b>	<b>8</b>
<b>Percentage</b>		<b>0.0%</b>	<b>9.5%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>86.7%</b>	<b>3.8%</b>

## Glossary and Index to the Ockenden Report Action Plan

### Colour coding: Delivery Status

Colour	Status	Description
	Not yet delivered	Action is not yet in place; there are outstanding tasks to deliver.
	Delivered, Not Yet Evidenced	Action is in place with all tasks completed, but has not yet been assured/evidenced as delivering the required improvements.
	Evidenced and Assured	Action is in place; with assurance/evidence that the action has been/continues to be addressed.

### Colour coding: Progress Status

Colour	Status	Description
	Not started	Work on the tasks required to deliver this action has not yet started.
	Off track	Achievement of the action has missed or the scheduled deadline. An exception report must be created to explain why, along with mitigating actions, where possible.
	At risk	There is a risk that achievement of the action may miss the scheduled deadline or quality tolerances, but the owner judges that this can be remedied without needing to escalate. An exception report must nonetheless be created to explain why exception may occur, along with mitigating actions,
	On track	Work to deliver this action is underway and expected to meet deadline and quality tolerances.
	Complete	The work to deliver this action has been completed and there is assurance/evidence that this action is being delivered and sustained.
	Descoped	The work to deliver this action is not within the Trust's control to deliver. It is therefore descoped until such time that Local or National progress is made to enable the Trust to implement and embed this action.

### Accountable Executive and Owner Index

Name	Title and Role	Project Role
Hayley Flavell	Executive Director of Nursing	Overall MTP Executive Sponsor
John Jones	Executive Medical Director	Overall MTP Executive co-sponsor
Andrew Sizer	Medical Director, Women & Children's Division	Senior Responsible Officer, MTP and Accountable Action Owner
Carol McInnes	Director of Operations, Women & Children's Division	Accountable Action Owner
Mei-See Hon	Clinical Director, Obstetrics	Co-lead: Clinical quality and choice workstream and lead for 'User Experience' system
Annemarie Lawrence	Director of Midwifery	Lead: Maternity Improvement Plan and Accountable Action Owner
Guy Calcott	Obstetric Consultant	Co-lead: Clinical Quality and Choice Workstream
Kim Williams	Head of Midwifery	Lead: Learning, Partnerships and Research Workstream/Clinical Governance and Risk
Dudu Nyathi	Consultant Midwife	Lead: Communications and Engagement workstream
Rhia Boyode	Executive Director of Workforce and OD	Lead: People and Culture workstream
Gauri Dashputre	Consultant Anaesthetist	Lead: Anaesthetics workstream