

SOUTH STAFFORDSHIRE PCT BOARD

Date of Meeting: 11 October 2006

**LEAD DIRECTOR: Liz Onions
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ENCLOSURE NO: 17**

SUBJECT: Policies Procedures and Guidelines

FOR DECISION **FOR DISCUSSION** **FOR INFORMATION**

Summary:

During the preparatory period for PCT reconfiguration a number of project groups were established. Significant progress has been made in the development of corporate policies for the South Staffordshire PCT.

Proposal:

Management of change, complaints, claims management, risk management and major incident documents are ready for PCT Board consideration. Work will continue on the outstanding corporate policies and it is proposed that this is completed within a two month period.

An additional work strand has been established to produce harmonised clinical policies. A mapping exercise for this has already been completed and a programme of clinical policy development will be developed.

Work on harmonisation of HR policies has also commenced.

A full work programme for policy harmonisation will be prepared for the next meeting of the Board.

Recommendation:

The Board is asked to approve the process for policy development.