

**NORTHUMBERLAND TYNE AND WEAR NHS FOUNDATION TRUST
BOARD OF DIRECTORS' MEETING**

ACTION CHECKLIST

Issue	Date arose	Responsible Officer	Progress
Safer Staffing: <ul style="list-style-type: none"> • An additional report of the outcome of the drilling down exercises, perhaps on a quarterly basis. • Analysis to include a split between substantive staff and other staff. 	24/9/14 24/9/14	GO	To be considered at March 2015 Board meeting.
The percentage of patients participating in the Points of You process to be built into the Quality Report for 2014/15.	24/9/14	LQ	To be included in the Quality Report for 2014/15.

**Eric Jarvis,
Board Secretary,
February 2015**