

## Project Specification 1

<b>Project Title</b>	Healthcare Commission – Annual Health Check Third Party Commentaries
<b>Project Purpose</b>	The purpose of this project is to collect evidence on the performance of the three Trusts in the borough with the aim of writing a Third Party Commentary for the Healthcare Commission’s Annual Health Check.
<b>Project Background</b>	<p>The Healthcare Commission is responsible for regulating NHS healthcare organisations by assessing and reporting on its performance to ensure that they are providing a high standard of care.</p> <p>The means by which the Healthcare Commission will do this is through the Annual Health Check; a self assessment and declaration made by NHS organisations on whether they are meeting the Department of Health’s 24 core standards including safety and quality of clinical care. Patients’ experiences of services can be included as a Third Party Commentary to cross check on the self assessment of the trust’s performance. LINKs have been invited to provide the Third Party Commentary on behalf of the community.</p> <p>This project aims to compile patient and public views and experiences of the service delivered by the three Trusts in the borough of Greenwich in order to contribute to their Annual Health Check declaration.</p>
<b>Statement of Problem/ Opportunity</b>	<p>The LINK will have the opportunity to have a presence on the Annual Health Check of Greenwich PCT, Queen Elizabeth Hospital and Oxleas Foundation Trust.</p> <p>The LINK will involve and engage patients, carers and the community to maintain the providers’ focus on improving patients’ experience of healthcare services.</p>
<b>Project Objectives</b>	<ol style="list-style-type: none"> <li>1. To collect evidence on the performance of the three Trusts through workshops</li> <li>2. To prepare three third party commentaries for inclusion in the Trusts’ declaration</li> </ol>
<b>Project Outputs/ Deliverables</b>	<ol style="list-style-type: none"> <li>1. Three workshops</li> <li>2. Three Third Party Commentaries</li> </ol>
<b>Project Scope</b>	The workshops will only focus on the performance of the three Trusts in the borough; Greenwich PCT, Oxleas Foundation Trust and Queen Elizabeth Hospital Trust. Everything else is excluded.
<b>Project Process</b>	1. Meet with Marie Photious, Greenwich borough’s regional assessor for the Healthcare Commission to discuss how LINK can

	<p>contribute to the Annual Health Check and what is expected from Third Party Commentaries</p> <ol style="list-style-type: none"> <li>2. Design a format in which the LINK can best receive views from the community</li> <li>3. Design list of questions corresponding to the core standards that are most relevant to the trust and patients' experience</li> <li>4. Invite local voluntary groups to the 3 workshop</li> <li>5. Facilitate three workshops which will focus on the 3 individual Trusts in the borough</li> <li>6. Compile findings from the workshops to write the third party commentary</li> <li>7. Submit Third Party Commentaries to the Trusts to include on their Annual Health Check declaration.</li> </ol>
<b>Project Costs</b>	<p><u>PCT Workshop</u>  Venue: £ 42.66  Catering: £12  Subtotal: £54.66</p> <p><u>Queen Elizabeth Workshop</u>  Venue: £104.76  Catering: £12  Subtotal: £116.76</p> <p><u>Oxleas Workshop</u>  Venue: £42.66  Catering: £12  Subtotal: £54.66</p> <p><b>Total £226.08</b></p>
<b>Project Benefits</b>	<ol style="list-style-type: none"> <li>1. The workshops will allow the Greenwich LINK to find out what patients, local people and community groups think about their local health and social care services.</li> <li>2. The workshops will enable the LINK to engage directly with the local community.</li> <li>3. The workshops will help promote the work of the LINK in the local community</li> <li>4. The workshops will enable the LINK to build a strong working relationship with providers and the Healthcare Commission.</li> </ol>
<b>Project Schedule</b>	<p>PCT Workshop – Friday 13<sup>th</sup> March, 10 – 1pm</p> <p>Queen Elizabeth's Hospital Workshop – Tuesday 17<sup>th</sup> March, 12.30 – 3.30pm</p> <p>Oxleas Workshop – Thursday 19<sup>th</sup> March, 10 – 1 pm</p> <p>Third Party Commentaries to be completed and submitted to the Trusts by the end of April 2009.</p>
<b>Stakeholders</b>	<ul style="list-style-type: none"> <li>• Local community groups</li> </ul>

	<ul style="list-style-type: none"><li>• Voluntary groups</li><li>• Patients</li><li>• Carers</li></ul>
<b>Project Reporting</b>	The LINK Development Manger will report on progress to the Steering Group on a monthly basis.
<b>Project Authorisation</b>	The project will be authorised by the Interim LINK Steering Group.
<b>Attachments</b>	Questions for PCT Workshop Questions for Oxleas Workshop Questions for Queen Elizabeth's Hospital Workshop Evaluation form