

Pathology Services Transformation

Project Board – Project Plan Approval

AGENDA

23 June 2010 - 13:30 – 15:00

Fleming Room, Victoria House, Capital Park, Fulbourn, Cambridge

Item	Description	By
1	Welcome and apologies for absence	PZR/AD
2	Approval of Minutes of meeting of 11 June 2010	All
3	Matters arising from Minutes of 11 June 2010 not on agenda	All
4	Project Update Report	Attached HD
5	Project Initiation Document – For Approval <ul style="list-style-type: none"> • Terms of Reference • Project Plan • Marketing and Engagement Plan • Risk Register 	Attached ADM
6	Benchmark Data Collection Executive Summary – For discussion	Attached HD
7	Clinical Design Update – For Information	Verbal TBC
8	Defining Key Performance Indicators – For Discussion (Template documents attached)	Verbal HD
9	QIPP Template Update – For Discussion	Attached HD

10	Any other business.	All
11	Date of Next Meeting: To be confirmed, currently: Telephone Conference, 29 July 2010 2pm to 4pm	ALL

Attachments:

- 02_Minutes of Pathology Project Telephone Conference Meeting 110610 v0.3
- 04_PST-23.06.10-Project_Update_Report
- 05.0_Modernising Pathology PID v0.3
- 05.1_Pathology Next Steps - Terms of Reference v0.8
- 05.2_Transforming Pathology Schedule - v1.1.
- 05.3_Pathology marketing and engagement plan v4
- 05.4_Master Risk Register v0.2
- 06_Pathology Data Analysis-Executive Summary
- 08.0_Pathology_Dashboard_Project_Definition_v09
- 08.1_Key Quality Indicators, Catherine Foot May10
- 08.4_PathFuturesJun10_FINAL
- 08.5_Workstream KPI Report June 2010
- 09.0_SHA path QIPP template June 2010 FINAL
- 09.1_Dr Ian Barnes letter to SHA QIPP Pathology Leads - 3 June
- 09.2_Pathology QIPP workplan, milestones and risks FINAL