

NORTH EAST AMBULANCE SERVICE NHS TRUST

**HEALTHCARE COMMISSION ANNUAL HEALTH CHECK
CORE/DEVELOPMENTAL STANDARDS 2007/08 PROCESS**

REPORT BY THE BUSINESS PLANNING MANAGER

Reports to the North East Ambulance Service NHS Trust Assurance Committee have been prepared to monitor progress made against statements of compliance with both Core and Developmental Standards, supported by the necessary evidence, utilising the HCC's Inspection Guide templates, tailored specifically for Ambulance Services.

Executive Director Leads, with overall responsibility for the Standards and Lead Managers have designated responsibility to provide statements of compliance and supporting evidence.

Monthly audits on submissions of statements supported by relevant evidence have taken place to ensure that progress is made in all 24 Core Standards.

An independent audit of the process and evidence to support statements of compliance with Core Standards, has been undertaken by the Trust's Internal Audit Services (*Sunderland City Hospitals.*)

The OSC's/Patients Forum have been invited to provide commentary on the Trust's performance from their independent perspective.

Summary of key matters and their relevance to the Audit Committee:

- Robust process in place - verified by email (20/02) - full Internal Audit (Sunderland City Hospitals) Senior Auditor's report in March 2008
- Assignment of overall responsibility and Lead Managers (as reported to the Trust Assurance Committee)
- Utilisation of Healthcare Commission Inspection Guide templates to populate statements (as reported to the Assurance Committee)
- Establishment of folders of evidence to support statements of compliance and where it can be accessed (as reported to the Assurance Committee)
- Independent verification of compliance with a sample of 22% of the relevant 42 elements of 24 Core Standards – Internal Audit (Sunderland City Hospitals) Senior Auditor's report expected March 2008 – which should confirm compliance with a sample of Core Standards
- Timetable demonstrating/recording robust process undertaken including frequency of audits of evidence by the Head of Performance Management & Commissioning and the Business Planning Manager (as reported to the Assurance Committee)
- Close involvement with the SHA/PPI Forum/OSC's who have been invited to provide a commentary on the Trust's declaration