

5 April 2017

Quality Directorate  
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Dear Colleagues,

**Re. Consultation with Overview and Scrutiny Committees/Health and Wellbeing Boards on CNWL DRAFT Quality Account 2016-17**

Firstly, we would like to take this opportunity to thank those that have contributed and helped us shape our draft Quality Account this year.

Please find attached to this letter CNWL's draft Quality Account 2016-17 for 30-day consultation.

As you will be aware, all NHS providers have had a legal duty to publish an annual Quality Account since June 2010, and are required to publish the *draft* version for a 30-day formal consultation to various groups, including OSCs, commissioners and local Healthwatch.

This marks the start of that consultation, which runs from **Wednesday, 5 April – Friday, 5 May 2017**.

Through discussions with you over recent years, we have put together the timetable to allow a two-step feedback process: First, to feedback your *informal suggestions on document changes (optional)*, and second, your *final statement* based on the key points below recommended by the Regulation.

With your help, this process will hopefully result in a much improved document for all.

Activity	Completion date
<b>Consultation start</b>	<b>Wed, 5 April 2017</b>
<i>Optional: Your informal feedback on suggested document changes</i>	<i>Any time before <b>Mon, 24 April 2017</b></i>
<i>Revised draft Quality Account submitted to you</i>	<i>Fri, 28 April 2017</i>
<b>Consultation close, and your final statements due</b>	<b>Fri, 5 May 2017</b>

OSCs have a role in the external assurance of Quality Accounts through formal consultation. We have included in this letter (embedded below) guidance for OSCs published by the Department of Health in 2010 which sets out what your role is in assuring our Quality Account.



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Commissioning PCTs 1

We welcome and encourage your feedback on our draft Quality Account 2016-17.

## There are some points to note when reviewing this document:

- In Part 1, KPMG, our external auditors, still need to publish their statement of assurance based on audit findings (due in May 2017)
- The document has set sections and information requirements as laid out by the NHS Foundation Trust Annual Reporting Manual 2016-17
- The final format and page numbers will all change once designed and incorporated into the Trust's full annual report (therefore, it is advisable to not include page references in your final statements)
- The document includes quarter 3 or year-end data, but in a few cases data as at month 10. This will be updated with Q4 position in the final version; this is not expected to greatly change the current data positions reported
- An EASYREAD version of the Quality Account will be produced once the final Quality Account has been signed off in May 2017, and published on NHS Choices in June 2017.

## Your responses

**Your initial informal feedback on document changes (optional):** Please provide this any time before Mon, 24 April; and clearly reference your comments.

**Your final formal statement for inclusion in the Quality Account:** Please provide this statement by **Fri, 5 May 2017** (this has a 1000 max word limit).

### The guide recommends the following points are covered in your final statement:

- *Do the priorities of the provider reflect the priorities of the local population;*
- *Does the Quality Account provide a balanced report on quality of services;*
- *Are there any important issues missed in the Quality Account;*
- *Has the provider demonstrated they have involved patients and the public in the production of the Quality Account; and*
- *Is the Quality Account clearly presented for patients and the public?*

Your statement has a word limit of **1000 words** as set out in the NHS (Quality Accounts) Amendment Regulations 2011. If this is exceeded we will write to you to ask that your statement is reduced in line with this.

Your statement will be included **verbatim** within the Quality Account. Therefore it is not necessary to restate sections of information already presented in the document. Also, where possible do not refer to specific page or section numbers as these will change when the document is incorporated into our annual report and will no longer make sense to the reader.

**Submission: Please email all feedback, whether informal comments or your final statement, to Jeni Mwebaze at [j.mwebaze@nhs.net](mailto:j.mwebaze@nhs.net)**

Many thanks for your continued support and engagement with us in the development of this year's Quality Account. Please do not hesitate to contact us on the above email address if you have any queries.

Yours sincerely,

**Ela Pathak-Sen**  
**Associate Director for Quality & Service Improvement**

**Distributed to:**

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