

Tuesday 9th July 2024 @ 14.00 am on MS TEAMS

		NHS Lanarkshire
		NHS Scotland Assure
		NHS NSS BST
		NHS Scotland Assure
		NHS Scotland Assure
		NHS Lanarkshire
		NHS Scotland Assure
		NHS Dumfries & Galloway
		NHS Scotland Assure
		NHS Tayside
		NHS Scotland Assure

■	██████████ (Chair)	NHS Dumfries & Galloway
■	██████████████████	NHS Greater Glasgow & Clyde
■	██████████████████	NHS Highland
■	██████████████	NHS Scotland Assure
■	██████████	NHS Grampian
■	██████████████	NHS Forth Valley

§ 87(2)(b) [REDACTED]
§ 87(2)(b) [REDACTED]
§ 87(2)(b) [REDACTED]

- The comments tracker was shared and summarised.



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notes & actions

- ■■■ noted that if updates are carried out on SHTM 03-01, there may be clauses which don't match the SCART question sets, as in some cases the questions are out of date. It was noted that the updates to guidance would come first then followed by updates to the question sets. It was queried whether the updates to SCART question sets form part of the Terms of Reference for the group. ■■■ / ■■■ to confirm.
- A review will be required for the reference documents section at the end of the SHTM 03-01, ■■■ volunteered to review this section of the document.
- Review to then be circulated for the notes.
- The importance of clinical input for the document was also noted. ■■■ noted that there may be an opportunity to bring in clinical colleagues from NHS LA, depending on their availability.



Chair
Chief Executive
Director

Keith Redpath
Mary Morgan
Julie Critchley

*NHS National Services Scotland is the common name of
the Common Services Agency for the Scottish Health
Service*

action log

ACTION NO	ACTION	OWNER	AGENDA ITEM NO	DATE OF MEETING	Next Update Due	Progress
2024-07-09/2	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
2024-06-11/2	Wording to be amended/developed/added to for the chapters; section A: General – line 48; tables 2 & 5/app2; table 3. Section B: 1.51; 4.7	[REDACTED]	2	11/06/2024	TBC	
2024-06-11/2	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	
2024-06-11/2	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
2024-05-14/3	Wording to be amended/developed to the chapters; 5.1, 5.25, 8.35, 8.154, 9.8, 9.131, 9.241, 9.212/9.223 & 11.6.	[REDACTED]	3	14/05/2024	12/06/2024	
2023-07-18/8.1	Comments on implementing a risk-based approach to SHTM 03-01 to be circulated with the meeting notes	[REDACTED]	8	18/07/2023	17/10/2023	17/10/2023 – Discussion was had as part of agenda. This can be taken off the action log.
2023-07-18/11.1	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
2023-07-18/12.1	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
2023-04-25/5.1	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

