Endoscopy Services Quality Assurance Group (ESQAG) meeting Agenda

Location: Park Room, House 11, RCP London.

Date and time: 14 March 2018 (10am to 1pm)

In attendance: Billie Moores, David Ramanaden, Debbie Johnston, Eva Lynch, Helen Griffiths, John Green (chair), Jordan Daniel, Raphael Broughton, Tim Shaw, William Dickey (phone).

Apologies: Beverly Raven

Teleconference details: Primary dial-in number 0844 800 3227
Freephone dial-in number 0800 032 8069
Participant Passcode 75091841 then #

1	**Welcome**	**JG**
1.1	Welcome and apologies	
1.2	Declarations of interest	
1.3	Record of previous meeting and actions (paper 1 – for agreement)	
2	**Operational progress**	
2.1	Chair's update (paper 2a – for information)	JG
2.2	Head/deputy head assessor update (paper 2b – for information)	DJ / HG
2.3	Office update	TS / EL
2.4	BCSP update (paper 3 – for information)	BM
2.5	Wales Update (paper 4 – for information)	DR
3	**Scheme developments**	
3.1	Review of ESQAG projects (paper 5 – for discussion)	JG
3.2	Review of services guidance deliverables (paper 6/7 – for discussion)	JG
3.3	New environment guidance (paper 8 – for discussion)	HG
3.4	Review of progress with the new accreditation pathway (paper 9/10 – for discussion)	TS
3.5	Survey of services in the devolved nations (paper 11 – for discussion)	TS
3.6	Devolved nation strategy	JG
3.7	Insourcing project (paper 12 – for information)	DJ
3.8	Endoscopy CCG dashboard (paper 13 – for discussion)	DJ
3.9	ISREE implementation suggestions (paper 14 – for discussion)	JG
3.10	Proposed change to decontamination standard (paper 15 – for agreement)	HG
3.11	Assessor review day action plan (paper 16 – for discussion)	HG
3.12	Review of terms of reference (paper 17 – for agreement)	TS

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4   Standing items
    4.1   Risk register (paper 18/19 – for discussion)   TS
    4.2   Any other business (AOB)   All

Date of next meeting: 12 July 2018

Other papers
Paper A – JAG strategy day minutes
Paper B – JAG committee minutes
Paper C – January management information
Paper D – ESQAG strategy day minutes