



# **Scoping Inquiry into the CervicalCheck Screening Programme - Progress Report June 2018**

## **Implementation of Recommendations**

Status Update 2<sup>nd</sup> August 2018

## Implementation plan

On receipt of the first Progress Report from Dr. Scally, the HSE's Director General committed to the implementation of the recommendations contained in the Report.

This document sets out the key actions being undertaken by the HSE to address the 4 recommendations contained in the Report.

The HSE recognizes this Plan constitutes a work in progress and our response will be further developed, particularly as other recommendations emerge from the scoping Review being undertaken by Dr. Scally.

To ensure transparency this Implementation Plan will be published on [www.hse.ie](http://www.hse.ie) and an update on the status of implementing these actions will be reported publicly at regular intervals.

***This is the first status update on the implementation of these recommendations for the period up to the 31<sup>st</sup> July 2018.***

## Governance arrangements for Implementation

### Steering Group Screening Programmes

A Steering Group has been established to coordinate the various streams of work underway in response to the issues identified in relation to cervical screening. This Steering Group Chaired by the HSE's Interim Deputy Director General Operations, will also oversee implementation of the findings of the Scally Inquiry.

### HSE Leadership Team and Directorate

The Steering Group will report on the development of all aspects of the Screening Programmes to the HSE's Leadership Team and Directorate. The HSE will also report on progress to the Steering Group established by the Department of Health.

### Project Manager

A Project manager has been appointed to lead of the development and implementation of the Plan to give effect to the 4 recommendations in the June Progress Report from Dr. Scally. The Project manager will report to the National Director Screening Services for this work.

### Reference Group and Focus Groups

The Implementation Team will throughout its work consult both with subject matter experts and with women who use the CervicalCheck Screening services to ensure that all information provided by the Programme is of high quality and user friendly.

Ref	Recommendation		Actions	Owner	Due	Status	Comments
00	All Recommendations	0.1	Project Manager appointed and Project Team established	Steering Group	20.06.18		
		0.2	Implementation Plan developed	Project Team	29.06.18		
		0.3	Monitoring arrangements for implementation in place through the HSE's Screening Programmes Steering Group	Steering Group	29.06.18		
		0.4	Reference and Focus Groups established to ensure that all information provided is validated and user friendly.	Project Manager	31.07.18		Research Company appointed and invitations to Reference Group issued
		0.5	All revised information and materials to be signed off by Screening Programmes Steering Group.	Steering Group	At all stages up to 30.09.18	Not due	
		0.6	All information materials to be available for use and dissemination.	National Director Screening	From 01.10.18	Not due	
		0.7	Update the CervicalCheck user journey process map at relevant stages of implementation.	Project Manager	Ongoing	Not due	
01	A more comprehensive guide to the CervicalCheck screening programme should be provided online so that women who wish to learn more about the programme can obtain the information easily.	1.1	Review of all CervicalCheck information provided to the public in both hard copy and online to be undertaken.	Project Manager	31.07.18		Completed (hard copy material review of: invitation letters, information sheet, leaflet about your free cervical screening test and online review of cervicalcheck.ie)
		1.2	Identify critical information gaps (including commissioning research) and develop proposals for the best model and formats for explaining the screening programme. This will include the information requirements set out in the 4 recommendations contained in Interim Report.	Project Manager	31.07.18		Core content is in development.  Final content and formats will form part of research process [see action 0.3 above]
		1.3	Produce draft Guide and consult with subject matter experts and women using CervicalCheck screening services to ensure that all information provided is	Project Manager	31.08.18	Not due	

Ref	Recommendation		Actions	Owner	Due	Status	Comments
			validated and user friendly.				
		<b>1.4</b>	Complete final design of Guide	Project Manager	15.09.18	<i>Not due</i>	
		<b>1.5</b>	Communications Plan to be developed to promote the Guide to the women availing of the screening service	Project Manager	15.09.18	<i>Not due</i>	
		<b>1.6</b>	Comprehensive Guide to be available for use and dissemination	National Director Screening	From 01.10.18	<i>Not due</i>	
<b>02</b>	<p>The information statements provided to women about the limitations of the tests should be more explicit about the possible reasons why screening might miss abnormalities that are present, as these can result in the development of cervical cancer.</p> <p>This information should be included in the leaflet sent to all women with their screening invitation, and in the information sheet accompanying the consent form.</p>	<b>2.1</b>	Identify information in all CervicalCheck materials that is provided to women about the limitations of screening and any additional materials in which this information needs to be provided.	Project Manager	31.07.18		Completed
		<b>2.2</b>	Create a simple and easy to understand explanation of screening, its benefits and limitations and consult with subject matter experts and women using CervicalCheck screening services to ensure that all information provided is validated and user friendly.	Project Manager	31.08.18	<i>Not due</i>	
		<b>2.3</b>	Revised information to be available for use and dissemination.	National Director Screening	From 01.10.18	<i>Not due</i>	

Ref	Recommendation		Actions	Owner	Due	Status	Comments
03	The information for women accompanying the consent form should guarantee that they will have full and open access to their cervical screening record on request.	3.1	Agree and put in place the arrangements for women to receive full and open access to their cervical screening record on request. This will include defining roles and responsibilities, monitoring arrangements and control mechanisms to ensure compliance.	National Director Screening	16.09.18	Not due	
		3.2	Describe the process developed under Action 3.1 for inclusion in all relevant materials accompanying the consent form and for the website and consult with subject matter experts and women using CervicalCheck screening services to ensure that all information provided is validated and user friendly.	Project Manager	16.09.18	Not due	
		3.3	Revised process to be operational and information in relation to the process made available for use and dissemination.	National Director Screening	From 01.10.18	Not due	
04	The information for women accompanying the consent form should guarantee that should there be a problem or	4.1	Agree and put in place the arrangements for women to receive full and open access to their cervical screening record on request. This will include defining roles and responsibilities, monitoring arrangements and control mechanisms to ensure compliance.	National Director Screening	16.09.18	Not due	

Ref	Recommendation		Actions	Owner	Due	Status	Comments
	<b>error of any significance with the screening or reporting process, open disclosure of all the details will take place in a timely, considerate and accurate manner.</b>	<b>4.2</b>	Create a simple and easy to understand explanation of that in the event of a problem or error of any significance with the screening or reporting process, open disclosure of all details will take place in a timely, considerate and accurate manner and with subject matter experts and women using CervicalCheck screening services to ensure that all information provided is validated and user friendly.	Project Manager	16.09.18	<i>Not due</i>	
		<b>4.3</b>	Identify every element of CervicalCheck communications where this information needs to be provided.	Project Manager	31.08.18	<i>Not due</i>	
		<b>4.4</b>	Revised information to be available for use and dissemination.	Project Manager	From 01.10.18	<i>Not due</i>	