

MEETING AGENDA

MEETING INFORMATION:

Title:	Are You Ready for Change – Yorkshire and Humber Workshop	
Date:	13 th November	
Time:	1800 – 2000h	
Venue:	St Luke’s Hospital, Horton Wing, BD5 ONA, Level 2, Renal Unit (F7/F8).	
Attendees:		Apologies

Time	Item	Description/notes	LEAD
1800 - 1810	Introductions and apologies	Include what this evening is all about	LL
1810 - 1820	Explanation of the questionnaire and its importance	The importance of the questionnaire; how it fits into the NHS Change Model	RC
1820 - 1830	Individual completion of the questionnaire	Individuals to complete on their own	ALL
1830 - 1845	Unit discussion	Units to work together to compare their responses, and agree a single score. Share with others thoughts/ feelings/ challenges	ALL
1845 - 1915	Develop Action Plan	Each unit will develop an action plan to get them and their unit to prepare for change and answer some of the challenges the questionnaire has raised	LL
1915 - 1930	What can KQUIP do to support?	For example - Local visits/ calls	LL
1930 - 2000	Next steps and Close	Leadership Programme January	LL