

Portsmouth & South East Hampshire
Risk Managers Network Group

Notes of a meeting held on Friday 4th October 2002 in the Small Meeting Room
at Finchdean House.

		ACTION
1)	Present: Code A Code A Caroline Harrington	
2)	Apologies: Code A Steve King, Code A	
MATTERS ARISING		
3)	<u>Minutes of last meeting</u> See attached.	
4)	<u>PCT Health & Safety Training</u> – PCT Risk Managers agreed that a more uniform approach to Health & Safety Training across the 3 PCTs would be beneficial. SL Code A CH agreed to bring details of current arrangements in their PCT to the next meeting and Code A offered to e-mail SL/CH a copy of the outline Health & Safety programme for induction training – to discuss further at next meeting.	Code A SL/CH
5)	<u>Health & Safety Newsletter</u> – PCT Risk Managers will produce their own Health & Safety Newsletter, but to avoid core support services being asked for information in triplicate, CH agreed to request information and forward all responses to SL Code A	CH (on-going)
6)	<u>Interprofessional Education Pilot</u> – SL reported that the University of Southampton is in need of course facilitators. The group felt that due to time constraints/workload pressures no offers would be made.	
7)	<u>Indemnity for Shared Care Packages</u> Code A reported that the Moving & Handling Advisers had queried which organisation would be responsible for a claim where there is a shared care package in situ. Code A SL/CH to raise this query at the next Handling Review Group where Clinical Managers will be present and could advise on current arrangements.	Code A SL/CH
8)	<u>Feedback on Incident Statistics for shared Support Services</u> – it was agreed that shared support services would find it useful to receive feedback on incident statistics on a regular basis. Code A SL/CH agreed to bring a draft report to the next meeting for one service each: Code A Fire incidents Code A Moving & Handling incidents Code A Sharps incidents	Code A SL/CH
9)	<u>Fire Training Industrial Action</u> – the group discussed contingency plans for the possible industrial action by the Fire Service. Code A retiring by the end of the year, a Fire Adviser post is	

	currently being advertised.	
10)	<p>AOB</p> <p>Cytotoxic waste – [Code A] explained that there are concerns regarding the current transportation/storage/disposal/information for patients in the community. As this issue involves the Rheumatology Department and Pharmacy at QA Hospital it is important that PHT are aware of the situation. There is also a financial implication regarding the disposal of cytotoxic waste. [Code A] confirmed that her colleague ([Code A]) has already investigated concerns at Haslar re. cytotoxic waste. CH agreed to check whether there are any RE Forms re. Cytotoxic waste and copy to [Code A] to follow up at PHT.</p>	CH/MB
11)	<p>South & West Risk Consortium – [Code A] MB reported that this forum is extremely helpful and good value for money. [Code A] to discuss further with SL/CH to feedback from the last S&W meeting.</p>	[Code A] SL/CH
12)	<p>Date of next meeting</p> <p>Thursday 19th December 2002. Small Meeting Room, Finchdean House</p> <p>[Code A] to Chair.</p>	

Distribution (by email):

Those present and apologies