

Fiona Cameron - Director of Nursing _Clinical Governance

From: . Caroline Harrington - Risk & Litigation Manager
Sent: 01 June 2004 11:49
To: Fiona Cameron - Director of Nursing & Clinical Governance
Subject: CHI Report comments

Justina
 Comments as discussed:

Chi Report
 Page 15; Para 4 (under 'What are the key findings)

The PCT has a risk register which is reviewed by the RMC. This includes both clinical and non-clinical risks identified through the Risk Assessment Process. (See RA Guidance, page 13.)

Page 16; Para 2 (Staff demonstrate.....) - Staff report incidents using the PCT Risk Event Book located in their area.

Page 16; Para 4 (There are systems...) Add in Health & Safety Newsletter and Quarterly risk stats feeding in to Service Review.

Page 16; First Action ?void - the current Risk Register is populated through the Risk Assessment process which identifies clinical and non-clinical risks.

Evidence tables

Page 27 (Staff reported...) The PCT uses the Ulysses Safeguard Risk Management Database, which comprises the Incident Module which is populated with clinical and non-clinical incidents and near-misses; the Risk Module which collates potential risks (clinical and non-clinical) identified through the Risk Assessment process (see RA Guidance, page 13); a Complaints module and a Claims module. The trends identified using this information are reported (in varying degrees of detail) on a quarterly basis to the Health & Safety Cttee, RMC, CGC, Board, and Service Review.

Page 29 Para 4 - There is a PCT Risk Event Book in every clinical and non-clinical area throughout PCT premises. All staff are required to complete a risk event form following an incident or near-miss. The area/dept manager also completes a section on the form is signed off by the Service/Senior Manager before being sent to the Risk Department to be entered onto the Risk Management Database.

If you need any more let me know.
 Caroline