

FOI 2365

10th May 2024

FREEDOM OF INFORMATION ACT 2000 – INFORMATION REQUEST

I understand there have been over 425 Serious Adverse Incidents in your Trust in the last 5 years

Response

Since April 2019 – March 2024, there have been 456 Serious Adverse Incidents (SAIs) notified to the Strategic Planning and Performance Group (SPPG).

Who in the Trust has overall responsibility to ensure that the incident is correctly investigated?

Response

The Executive Medical Director.

What guidance is available to the investigators(s)/ managers to ensure that the matter is properly investigated?

Response

The Trust follows the 'HSCB (now the SPPG) Regional Procedure for the Reporting and Follow up of Serious Adverse Incidents'.

Who investigates incidents where a member of the hospital staff is involved?

Response

Investigations / Reviews of incidents are conducted in accordance with the above procedure i.e:

The level of review of an incident should be proportionate to its significance; this is a judgement to be made by the Review Team.

Membership of the team should include all relevant professionals but should be appropriate and proportionate to the type of incident and professional groups involved. Ultimately, for a Level 1 review, it is for each team to decide who is invited, there has to be a balance between those who can contribute to an honest discussion, and creating such a large group that discussion of sensitive issues is inhibited.

The review team should appoint an experienced facilitator or lead reviewing officer from within the team to co-ordinate the review.

For Level 2 reviews: The core review team should comprise a minimum of three people of appropriate seniority and objectivity. Review teams should be multidisciplinary, (or involve experts/expert opinion/independent advice or specialist reviewers). The team shall have no conflicts of interest in the incident concerned and should have a Chair who is independent of the service area where the incident occurred and should have relevant experience of the service area and/or chairing investigations/reviews. He/she shall not have been involved in the direct care or treatment of the individual, nor be responsible for the service area under review.

For Level 3 reviews: The degree of independence of the review team will be dependent on the scale, complexity and type of the incident.

Team membership for Level 3 reviews will be agreed between the reporting organisation and the SPPG Designated Responsible Officer (DRO) prior to the Level 3 review commencing.

What forms are used to record the investigation?

Response

When reviewing an SAI, the Regional forms set out in the previously referenced procedure are used.

If furniture is involved what physical checks are made to the item(s) and by who?

Response

There is no record of any SAIs involving furniture in the last 5 years and there is no reference to what physical checks should be carried out within the Regional SAI procedure.

What qualifications will that person hold?

Response

n/a

If furniture what happens to it?

Response

n/a

Who investigates applications for Injury Allowance made by medical staff?

Response

What evidence is required for the allowance to be awarded?

Response

Detailed within the Guide included below

Is there a guide to explain the process and if so please provide a copy

Response

[Injury-allowance-employers-guide.pdf \(nhsemployers.org\)](#)

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