

FOI 2636

18<sup>th</sup> September 2024**FREEDOM OF INFORMATION ACT 2000 – INFORMATION REQUEST**

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**Please send me the procedure / guidance document used by staff on how to perform a Root Cause Analysis for Serious Adverse Incidents.**

**Response:**

The attached document details the Regional procedures to be used to consider Serious Adverse Incidents and describes the use of Root Cause Analysis to review Level 2 incidents (see page 15). Staff undertaking RCA are provided with training on RCA methodology to enable them to utilise whilst investigating Serious Adverse Incidents.

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