
To: Renfrewshire IJB Audit, Risk and Scrutiny Committee

On: 24 March 2023

Report by: Head of Health & Social Care

Heading: Health & Safety Update

1. Purpose

- 1.1. The purpose of this paper is provide the IJB Audit, Risk and Scrutiny Committee with an update on our incident report position from 1st January 2022 to 31st December 2022.
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2. Recommendations

It is recommended that the IJB Audit, Risk & Scrutiny Committee:

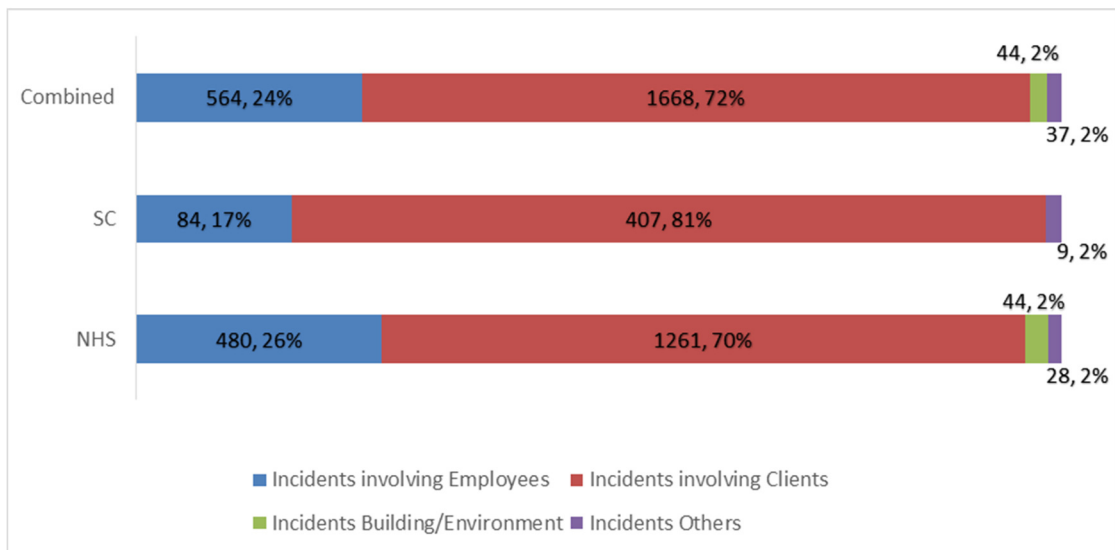
- Note the content of this paper.
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3. Reporting Systems

- 3.1 Incident data is captured across two systems, NHS utilise Datix and Social Care utilise Business World. A new Business World has been implemented since 5th January 2023, improvements continue to be made within this system before a reporting function will be implemented.
- 3.2 Monthly Datix reports are shared with service managers to ensure incidents are actioned timeously and brought to a close. Business World data has been pulled for the last 4 months of 2022 and shared with service managers to allow an oversight of incidents within Social Care.
- 3.3 It should be noted that the reporting function within the new Business World is not yet functional and it is unknown what information is available to be extract from the system.
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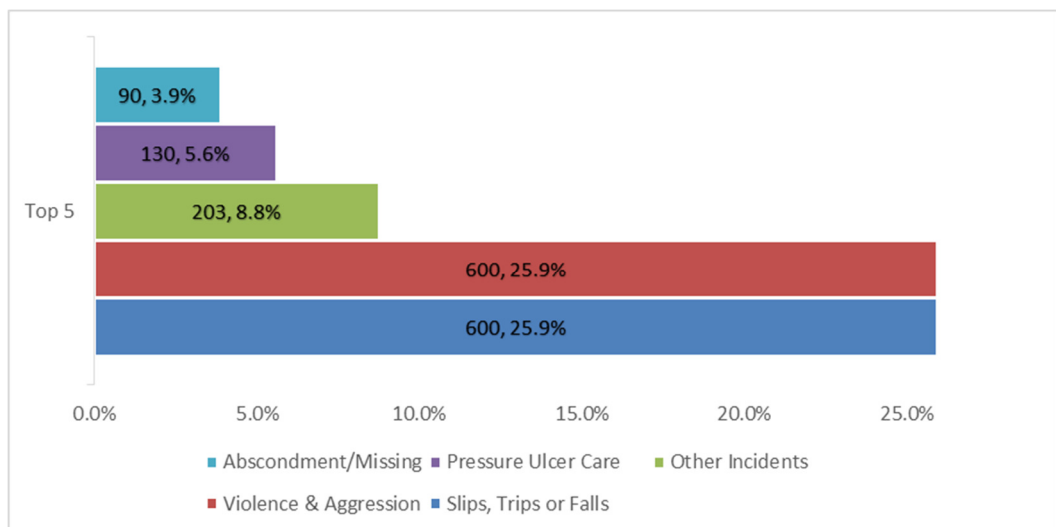
4. Incident Reporting

- 4.1 Figures obtained across the reporting systems indicate that there were **2313 (+7)** incidents reported in 2022 compared to **2306** in the previous year.
- 4.2 The breakdown of incidents reflects minimal variance with **72% (-2%)** of incidents raised involving clients and **24% (+1%)** involving staff, **2%** of incidents occurred in relation to building & environment and **2%** categorised as other.



Both organisations had a majority of incidents affecting patients/service users with up to 25% of incidents involving staff.

- 4.3 In keeping with previous years our highest incident categories remain Slips, Trips & Falls and Violence & Aggression. Other categorised incidents continues as our third highest category however our next single item category was Pressure Ulcer Care followed by Abscondment/Missing.



- 4.3.1 The undernoted actions remain in place to help address the highest rates of incidents

- Violence and Aggression:** Training and refresher training are in place for staff and an e-learning module is available. The Violence Reduction service is also available for staff to provide advice and support around violence reduction and de-escalation strategies. Following a recent incident, enquiries are being made to the possibility of all staff receiving an element of violence & aggression training in relation to break away techniques.

- **Slips/Trips and Falls:** All accidents/incidents are investigated locally. Follow up actions are identified, risk assessments are reviewed and care plans updated.
- **Other incidents:** Work continues with Service Managers to ensure that appropriate categories are used for incidents and in order to avoid using the “other” category if appropriate. This will enable better analysis and action planning of known incidents.

Additional Measures

- **Violence and Aggression:** Following a recent incident enquiries are being made to the possibility of all staff receiving an element of violence & aggression training in relation to break away techniques.

5. Serious Adverse Events (SAEs)

- 5.1 Systems are in place across both Health & Social Care to record Significant Adverse Events with a Briefing Note completed in all cases. All incidents reported are investigated to reduce the risk of recurrence with learning shared.
- 5.2 We saw **9** SAEs commissioned in 2022 this was an increase of **2** on 2021. Of the SAEs commissioned **4** related to patient deaths, **2** Minor Injury, **2** Moderate Injury & **1** Major Injury. All SAEs are reported through the Primary Care & Community Governance Group and locally at the HSCP Executive Governance Group.
- 5.3 Comparative data from Business World is not available at this time.

6. RIDDOR

- 6.1 Over the course of 2022 there were **21** RIDDORs recorded, this number is in line with the number of RIDDORS raised in 2021 (**22**).

Service Area	Category	No of RIDDORs
Administration	Moving and Handling	1
Adult Services	Slips, Trips and Falls	1
Care @ Home	Another kind of accident	1
	Fall from height	1
	Lifting and handling injury	2
	Slip trip fall at same level	1
	Trapped by something collapsing	1
Learning Disabilities	Struck against	1
	Violence and Aggression	1
Mental Health	Violence and Aggression	7
Out of Hours	Violence and Aggression	1
Reablement	Lifting and handling injury	1
	Slip trip fall at same level	1
Vaccines	Slips, Trips and Falls	1

7. Fire Safety

7.1 The NHS Fire Safety Audit compliance has almost doubled since December 2021 where compliance was 39% and we currently have 68% compliance. Issues have been highlighted with recurring GP Practices omitting to complete their Fire Safety Audit, communication is ongoing with these practices as we work together to ensure all sites achieve 100% compliance.

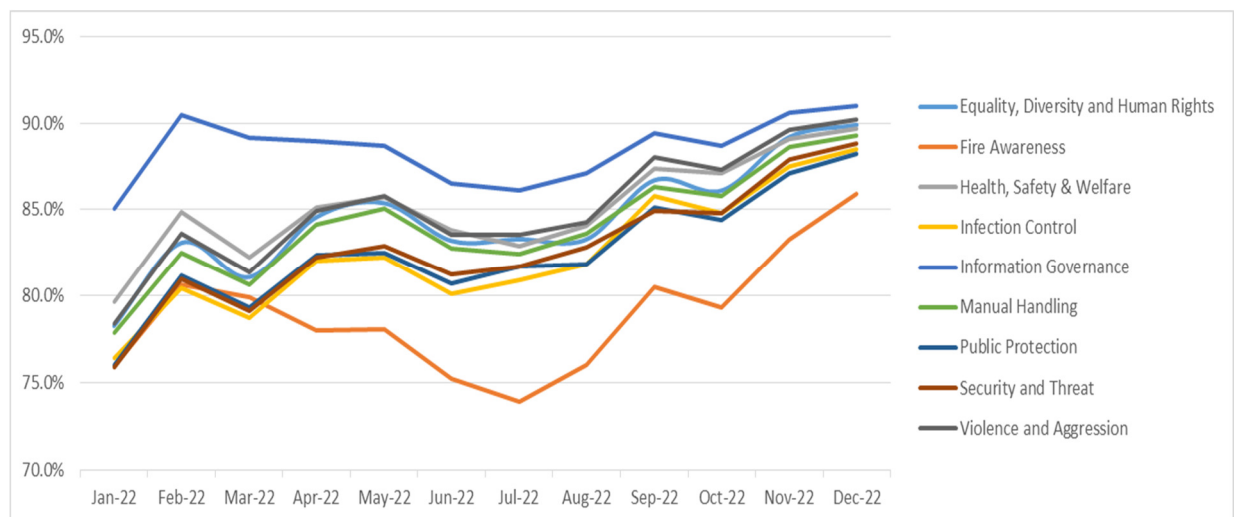
7.2 Local fire testing had ceased to take place during the covid pandemic due to reduced capacity within our premises however following our recovery plan it is important that local fire testing is re-established and a schedule is in place to ensure all NHS premises have completed one planned fire drill before the end of March 2023.

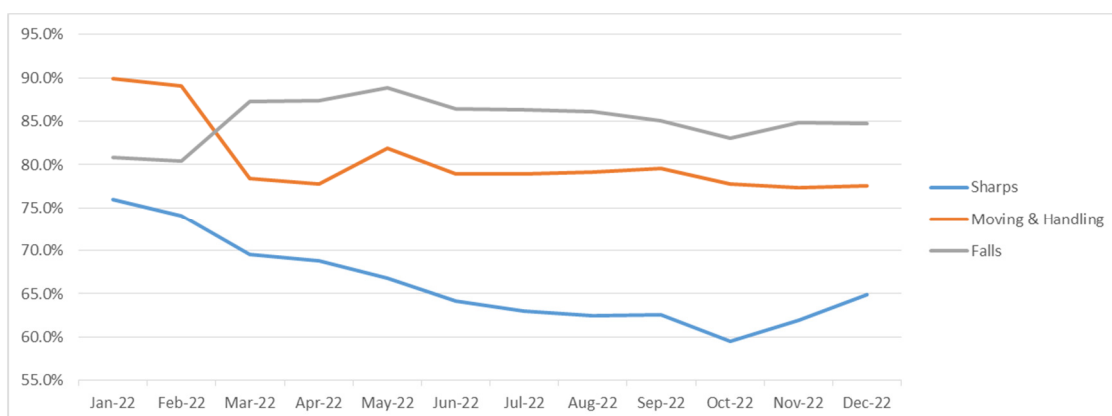
8. Health & Safety Compliance

8.1 The Renfrewshire Health & Safety Action Plan is being compiled in line with both Renfrewshire Council & NHS Health & Safety Strategies. This action plan will outline our key priorities going forward and help inform services of necessary actions to ensure a safe culture and environment.

9. Mandatory Health & Safety Training

9.1 Statutory and mandatory training within NHS is recorded via LearnPro and reported via workforce dashboard. Compliance across all statutory and mandatory training within health continues to increase month on month with all modules recording compliance in excess of **85%**. Over the last 12 months compliance has increase between 5.9% – 12.9%.





9.2 Priority training across the NHS has been established as Falls, Moving & Handling and Sharps. Unfortunately priority training compliance does not mirror that of the statutory training and, we record a decline in overall compliance throughout the year. Priority training reports have not been routinely issued alongside statutory training reports and this is evidenced in the drop in compliance. Issuing monthly priority compliance reports to support compliance rates will be a priority for 2023.

9.3 Following the Short Life Working Group mandatory role specific training has been established for social care services and work is ongoing to create a base level of training compliance. Unfortunately progress is slow due to governance issues with accessing Council IT systems.

Staffing lists for some services have been obtained and post descriptors are being linked to the mandatory training relevant to their role, training records will be extracted from the CPD system and a level of compliance provided.

Implications of the Report

1. **Financial** – No direct implications from this report
2. **HR & Organisational Development** – No direct implications from this report
3. **Strategic Plan and Community Planning** – No direct implications from this report
4. **Wider Strategic Alignment** – No direct implications from this report
5. **Legal** – No direct implications from this report
6. **Property/Assets** – No direct implications from this report
7. **Information Technology** – Managing information and making information available may require ICT input.
8. **Equality & Human Rights** – No direct implications from this report
9. **Fairer Scotland Duty** – No direct implications from this report
10. **Health & Safety** – No direct implications from this report
11. **Procurement** – No direct implications from this report
12. **Risk** – No direct implications from this report
13. **Privacy Impact** – None.

List of Background Papers

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