

NHS Western Isles

Meeting:	Board Meeting
Meeting date:	22 June 2022
Item:	7.2
Title:	Framework for Adverse Event Reporting, Managing and Learning - Draft.
Responsible Executive/Non-Executive:	Fiona MacKenzie Nurse/AHP Director and Chief Operating Officer.
Report Author:	Ellena Mac Donald Risk Manager.
Presented by:	Louise Sullivan, Head of Clinical Governance and Professional Development.

1 Purpose

This is presented to the Board for:

- Discussion

This report relates to a:

- Local policy

This aligns to the following NHSScotland quality ambition(s):

- Safe

2 Report summary

2.1 Situation

This is version 4 draft 3 of the Framework for Adverse Event Reporting, Managing and Learning.

The following changes have been made to draft 2 of the document:

- Page 4 relating to the scope of the document. Added that the Framework covers all adverse events reported in NHS Western Isles.
- Page 8 All references to the Operational and Single Operating Division Management Teams have been removed and replaced with Operation Service Delivery Team.

- Page 10 Section 3.2 Identification and immediate actions following an adverse event. Added in staff impacted or potentially harmed by work activities.
- Page 15 Section 3.5 Review and analysis. Consideration of the wider organisational factors added and statement relating to staff only removed.

Other suggestions relating to a specific investigation process for adverse events and specific investigation competence framework will be included in our operational procedures, as these 2 topics are currently being discussed at Health Improvement Scotland and the Adverse Events Network.

The Framework for Adverse Event Reporting, Managing and Learning from Adverse Events once approved will not be finally published until the terms of reference for the Operational Service Delivery Team have been agreed.

2.2 Background

The draft Adverse Event Framework for Reporting, Management and Learning has been developed in line with the Health Improvement Scotland learning from adverse events through reporting and review (A national framework for Scotland December 2019 and 2021).

Version 4 draft 2 has previously been to CMT and Healthcare Governance and Audit Committee meetings. Following feedback from the HCG&A meeting the draft document has been reviewed and updated to include the comments received.

2.3 Assessment

The Framework has been developed following the 6 stages of managing an adverse event in the National Framework for Scotland. (2019/ and 2021)

Feedback received on draft 1 and draft 2 of the Framework have been included in draft 3.

2.3.1 Quality/ Patient Care

The Framework will support staff to manage adverse events within the agreed timescales and involve patients, families and carers.

2.3.2 Workforce

The Framework and supporting documents will be a resource for staff to report, manage and learn from adverse events.

2.3.3 Financial

There is no financial impact with the development and implementation of the Framework

2.3.4 Risk Assessment/Management

There are no risk assessments to accompany the Framework.

2.3.5 Equality and Diversity, including health inequalities

An impact assessment has not been completed as advised that it is not required.

2.3.6 Other impacts

Impact on staff time and resources to enable them to attend risk management on the contents and the principles of the Framework

2.3.7 Communication, involvement, engagement and consultation

Feedback received from patients, families and carers who have been involved in adverse event reviews has been considered in the development of the Framework.

2.3.8 Route to the Meeting

This has been previously considered by the following groups as part of its development. The groups have either supported the content, or their feedback has informed the development of the content presented in this report.

Corporate Management Team May 2021

Health care Governance and Audit Committee September 2021

Corporate Management Team June 2022

2.4 Recommendation

- **Discussion** – Examine and consider the implications of a matter.

3 List of appendices

The following appendices are included with this report:

Appendix 1 - Version 4 Framework for Reporting, Managing and Learning of Adverse Events.