

Using the Facilities and Estates Key Documents Internet Page

Welcome to the staff Intranet

Join us in moving 4ward

Complete your Checkpoint from February 18 to March 4

Top stories

Calendar

Talk for healthcare staff on the importance of reasonable adjustments - Thursday 11 April

Staff are invited to attend a talk on the importance of reasonable adjustments on Thursday 11 April.

WorcestershireWeekly

Quick links

- Think Separat
- Antimicrobial Prescribing Guidelines
- ESR Employee Self Service -FAQs and Troubleshooting
- Estates helpdesk
- Human Resources - FAQs
- Info portal - WREN
- Insulin Awareness Resources
- Refer - Guidelines
- Clinical guidelines & policies, etc (Key Documents)
- Lessons of the Week - Patient Safety
- Log an IT incident or IT request
- LocSSIPs - Local Safety Standards for Invasive Procedures
- Major incident response plans
- NEWS 2
- Quality Improvement Strategy
- Staff blogs posts
- Telephone directory
- Temperature monitoring
- Trust public website

Freedom to speak up

Mandatory Training

Clinical systems

Corporate system

Safety & Quality Information Dashboard (link below)

Staff Health and Wellbeing

Audit Hub

Dalix incident reporting, complaints & risk

Clinical guideline policies, etc.

Staff information

Nursing and Midwifery

Safeguarding

Trust Intranet Home page

Key Documents Page

Site Map Text Size: Larger / Normal / Smaller Log In/Log Out

Search...

Worcestershire Key Documents

Home | Types of Key Documents | Specialty/Department Key Document Pages | Trustwide Key Documents | Patient Information

Worcestershire Acute Hospitals NHS Trust Key Document Webpage

Please use links below

- [Specialty/Department Key Documents](#)
- [Trustwide Documents](#)
- [Patient Information](#)

APPROVED FOR PUBLICATION BY CLINICAL GOVERNANCE

The main purpose of key documents is to standardise practice and service delivery to reflect the best available evidence thereby reducing unjustified variations, hence improving quality. Having effective, up to date and easily followed key documents minimises risk to patients, employees and the Trust.

Key documents included within this website all comply with the trust governance procedures and the Policy for development, management and approval of key documents. [View Policy](#)

For further information or for assistance with any aspect of this process or website, please contact the NICE and Key Documents Team. Elaine Chapman, NICE and Key Documents Manager

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Ben Payne, NICE and Key Documents Support Officer

Ben.Payne@nhs.net
Ext 36788

If you find any problems with this website or have any queries, please email wah-tr.SYST-KeyDocs@nhs.net

The information included within the key documents is for use by clinical/specialist staff. If you are a patient requiring information, please refer to the relevant patient information leaflets and discuss with your clinician.

Click on specialty/Department key documents to display the list of specialties

Specialty Clinical Key Document Page

Please note that the clinical key documents are not designed to be printed, but to be viewed on-line. This is to ensure that the correct and most up to date version is being used. If, in exceptional circumstances, you need to print a copy, please note that the information will only be valid for 24 hours and should be read in conjunction with the Key Document Supporting Information and/or Key Document Intranet page, which will provide approval and review information.

If you find any problems with this website or have any queries, please email wah@SYST-KeyDocs@nhs.net

- [Anaesthetics](#)
- [Blood Transfusion](#)
- [Bowel Cancer Screening Programme](#)
- [Cancer Services and Oncology](#)
- [Cardiology](#)
- [Critical Care](#)
- [Dermatology](#)
- [Diabetes Key Documents](#)
- [Emergency Medicine](#)
- [Endoscopy](#)
- [ENT and Audiology Key Documents](#)
- [Facilities and Estates](#)
- [Geriatric Medicine and Elderly Care](#)
- [General Surgery](#)
- [General Medicine](#)
- [Gynaecology](#)
- [Health Records Key Documents](#)
- [Health and Safety Key Documents](#)
- [Haematology](#)
- [Human Resources Key Documents](#)
- [Information Governance Key Documents](#)
- [Infection Control Key Documents](#)
- [Medicines](#)
- [Nutrition and Dietetics](#)
- [Nursing](#)
- [Neurology](#)
- [Neurophysiology](#)
- [Neonatal](#)
- [Obstetrics](#)

Scroll down the list of specialties to click on Facilities and Estates, which will take you to the page.

Site Map Text Size: Larger / Normal / Smaller Log In/Log Out Search...

Worcestershire Key Documents

Home Types of Key Documents Specialty/Department Key Document Pages Trustwide Key Documents Patient Information

Edit Live Properties Options Interaction Activity

Content General Scheduling Categories Metadata

Facilities and Estates Key Documents

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- [Concessionary Parking Tickets policy](#)

Review date - 7th November 2020

This is the most current document and should be used until a revised version is in place
- [Control of contractors policy](#)

Review date - 5th September 2018

This is the most current document and should be used until a revised version is in place
- [Car Parking Policy](#)

Review date - 25th October 2020

This is the most current document and should be used until a revised version is in place
- [Management of Asbestos](#)

From here the relevant key documents will be listed for the specialty.

You can also use the search button to search for documents (referred to as assets in the search results) or pages.

Type a keyword into the search button



A screenshot of a web application interface. At the top, there is a dark navigation bar with 'Site Map', 'Text Size: Larger / Normal / Smaller', 'Log In/Log Out', a search input field, and a 'Search' button. Below this is a blue header with the text 'Worcestershire Key Documents' and the NHS logo with 'Worcestershire Acute Hospitals NHS Trust'. A horizontal menu contains links: 'Home', 'Types of Key Documents', 'Specialty/Department Key Document Pages', 'Trustwide Key Documents', and 'Patient Information'. The main content area has a toolbar with buttons for 'Edit', 'Live', 'Properties', 'Options', 'Interaction', and 'Activity'. Below the toolbar is a search results section. It starts with 'Search' and 'Searching for: "car parking" (0.39 seconds)8 matches found.' The results are categorized under 'Page' and 'Asset'. Under 'Page', there are three items: 'Acute Kidney Injury' (with subtext 'Acute Kidney Injury Primary car AKI Hospital AKI' and 'Last Modified: 07/02/2019'), 'Facilities and Estates' (with subtext 'Concessionary parking tickets car parking management of asbestos management of ventilation systems pneumatic tube policy water safety policy fire safety policy safe operation and working on pressure s...' and 'Last Modified: 07/02/2019'), and 'Full List of Key Documents' (with subtext 'Full List of Key Documents Identification of Orthostatic Hypertension Integrated care pathway for adult patient care after death Managing intellectual property Policy and procedure for the admi...' and 'Last Modified: 12/11/2018'). Under 'Asset', there is one item: 'Car parking policy' (with subtext 'Guideline for the management of patients with regular narrow complex tachyarrhythmia - WAHT-CAR-040', 'Guideline for the management of patients with Regular Broad-Complex Tachyarrhythmia - WAHT-CAR-039', 'Nurse Led DC Cardioversion Guideline - WAHT-CAR-045', and 'Concessionary Parking Tickets Policy'). At the bottom of the search results, it says 'Showing 1 - 3 of 3.'