

Using the Health Records 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

MONDAY - TUESDAY WEDNESDAY THURSDAY - FRIDAY

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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 - VIREN
- 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

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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

Elaine.chapman@nhs.net

Ext 38634 DD 01905760596

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 Health Records Key Documents, which will take you to the page.

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Worcestershire Key Documents

NHS Worcestershire

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Edit Live Properties Options Interaction Activity

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Health Records Key Documents

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- Health Records**

[Clinical record keeping policy](#)

Review date - 5th February 2021

This is the most current document and should be used until a revised version is in place

[Patient Access policy](#)

Review date - 27th February 2021

This is the most current document and should be used until a revised version is in place

Page last updated: 10 May 2019

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

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Search

Worcestershire Key Documents



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Search

Searching for:"record keeping" (0.2 seconds)10 matches found.

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[Health Records](#)

CG-810 CRK-08 Outpatients and Inpatients waiting times and patients access policy Clinical Record Keeping Policy
Last Modified: 10/05/2019

[Generic practice standards](#)

Generic practice standards Generic practice Preparation of personnel within the perioperative environment Operating theatre record keeping and documentation
Disposing of confidential information...
Last Modified: 28/12/2017

[needlestick](#)

needle stick needlestick BBV identified
Last Modified: 28/12/2017

[How to register](#)

How to Register and Record Completion of an Audit The process for registering and recording clinical audit projects is: Register the clinical audit project on the
clinical audit tracking ...
Last Modified: 22/01/2019

[Full List of Key Documents](#)

Full List of Key Documents Identification of Orthostatic Hypertension Intergrated care pathway for adult patient care after death Managing intellectual property Policy
and procedure for the admi...
Last Modified: 12/11/2018

[Types of Key Document](#)

Types of Key Document Definition of Key Documents Strategy A document that describes a planned series of actions intended to achieve a Specific goal. Pol...
Last Modified: 14/11/2018

[Paediatrics Information Portal](#)

Paediatrics DKA Hypothyroidism Diabetes Healthy Hypoglycaemia Hyperglycaemia PIP guidelines Insulin Contact information Pneumonia CPAP BCG NNU
Examination Newborn Management Neonatal Postnatal Epileps...
Last Modified: 16/05/2019

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Asset

[Clinical record keeping policy](#)