

# Using the Risk Management 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 -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 blog 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.**

Trust Intranet Home page

Key Documents Page

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## 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](mailto:Elaine.chapman@nhs.net)  
Ext 38634 DD 01905760596

Ben Payne, NICE and Key Documents Support Officer

[Ben.Payne@nhs.net](mailto: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](mailto: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

Pre-Up Assessment

Radiology

Radiotherapy

Renal Medicine

Resuscitation

Respiratory Medicine

Risk Management

Safeguarding Adults and Children

Sepsis Key Documents

Therapies

Theatres

Tissue Viability Key Documents

Trauma and Orthopaedics Key Documents

Training and Professional Development

Urology

Scroll down the list of specialties to click on Risk Management, this will take you to the main key document page. Here the documents will be listed below

[Return to Overview](#)

Page last updated: 20 June 2019

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# Worcestershire Key Documents

NHS Worcestershire Acute Hospitals NHS Trust

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Edit Live Properties Options Interaction Activity

Content General Scheduling Categories Metadata

## Risk Management Key Documents

Please note that the 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.

[Policy for Consent to examination/or treatment](#)

Review date - 21st November 2019

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

[Code of conduct for employees in respect of confidentiality](#)

Review date - 3rd July 2019

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

[Corporate records management policy and procedure](#)

Review date - 25th May 2019

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

[Corporate records management policy and procedure appendix 12 records and retention disposal](#)

Review date - 25th May 2019

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

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...

Search

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## Search

Searching for:"investigating incidents" ( 0.28 seconds )13 matches found.

### Page

#### [Incident Investigating and Reporting Pathway](#)

Incident Investigating and Reporting Pathway (DRAFT) This guidance does not override the individual responsibility of health professionals to make appropriate decision according to the circumstances ...

Last Modified: 14/07/2018

#### [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

#### [Trustwide Documents](#)

Trustwide Documents Return to Overview Being open and candid following a patient safety incident or complaint policy Review Date - 4th September 2020 This is the most current docume...

Last Modified: 29/05/2019

#### [Risk Management](#)

Risk Management Key Documents Please note that the 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 us...

Last Modified: 09/04/2019

#### [Shared Learning](#)

Shared Learning Sharing learning from Clinical Audit and NCEPOD studies is an important part of the process. It offers the opportunity to identify common themes across other work streams such as ...

Last Modified: 22/01/2019

#### [Clinical Audit](#)

Clinical Audit Clinical Audit "Clinical audit is a quality improvement process that seeks to improve patient care and outcomes through systematic review of care against explicit criteria... Where ind...

Last Modified: 07/11/2018

#### [Human resources Key Documents page](#)

Human Resources Key Documents Page Director of People and Culture - Tina Ricketts ext 38715 (Kings Court) tina.ricketts@nhs.net Deputy Director ...

Last Modified: 20/08/2019

#### [Audiology](#)

Audiology The service implements and monitors systems to assure the delivery of the service from referral to discharge from the service, including follow ups. CL1 Criteria ...

Last Modified: 05/11/2018

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[More results for Page](#)

### Asset

#### [Investigating incidents, complaints and claims policy](#)

#### [Investigating incidents, complaints and claims policy - Appendix 9 - Divisional Initial Case Review](#)