

London Ambulance Service NHS Trust
Minutes of the
Corporate Health & Safety Group –
6th July 2006

Present

Caron Hitchen – Director of Human Resources (Chair)
Tony Crabtree – Head of Employee Services
John Selby – Senior Safety & Risk Advisor
Richard Absalom – Staff Safety Officer
Colin Jolly – Head of Fleet
Chris Vale – Acting Head of Operational Support
Claire Thomas – Safety & Risk Advisor
Dipak Chauhan – Ergonomist/Back Care Advisor
Emily Mapfuwa – Legal Services
Richard Goodes – Estates
Ian Lee – Unison Health & Safety Representative – North East
Patrick Billups – Educational Standards Manager
John Comerford – PTS Regional Operations Manager
John Denham – EMT – West Area
Jim Bambrough – Health & Safety Representative – Greenwich
Karen Walling – Health & Safety Representative – West
Arthur Carasco – Health & Safety Representative – East Central
Dave Smith – Health & Safety Representative – North East Sector
Barnie Daws – Fleet Health & Safety Representative - Croydon
Kirsty Henderson – Safety & Risk Administrator/Minutes Secretary

31/06 Apologies

Steve Sale – Head of Operational Workforce Development
Martin Nelhams – Estates
Lyn Sugg – Control Services
Dave Hartshorn – Logistics Manager
John Vass – Paramedic – South Area
John Winnister – Health and Safety Representative – South West
Pat Osliff – Health and Safety Representative – North West

32/06 Minutes of meeting held on 10th May 2006

The minutes were agreed as a true record.

PB gave the group an update on disposable items training and informed that, due to a series of events, last week's Team Leader training was cancelled. PB confirmed that training would take place within the next 2 weeks, possibly in smaller groups and agreed to inform IL when training is completed.

ACTION PB

33/06 Matters Arising

64/05 Printers in EOC

JS informed on behalf of LS that this issue is still under review and that new CADS will be sent when circumstances change.

CH requested that this issue be resolved locally in EOC to which IL agreed.

28/06 Sector Health & Safety Meeting

TC informed the group that there were a variety of reasons for these meetings not happening but stressed the need for them to be taking place. He encouraged sector reps to come to him or JS outside the meeting with specific issues.

CH agreed to firmly reinforce that these meeting should be arranged and followed through.

ACTION CH

31/01 Blue Calls Allocated to Urgent Care Unit

In the 6 months from January to June 2006, there were 36 occasions where an EMT1 crew recorded a blue call time on their PRF. However, only 24 of those instances also had a hospital arrival time, so it is possible that on at least 12 occasions the EMT1 crew were not the only crew on scene, and another crew conveyed. To place this in context, during this period EMT 1 crews attended 4,411 incidents; the rate for blue calls is therefore 0.8% of calls, 0.5% if the 12 calls where the crew did not convey are discounted.

Standing Agenda Items:

34/06 Staff Safety Update

RA reported that he has arranged a meeting with IL and Cathy Rideout to discuss various issues around the LA277 form.

35/06 Risk Register & HSE Plan Progress Report

JS updated on 4 high risk items related to this group:

Item 4 – Risk of Injury to Operational Staff from Manual Handling – Manual Handling Policy has now been agreed and the implementation group formed. Two specialist vehicles will be introduced in March 2007.

Item 17 – Risk of RTA Injury to Staff or 3rd Parties Travelling in LAS Vehicles – A black box technology pilot on 20 FRU vehicles located in the old West Sector is to go ahead.

Item 18 – Risk of LAS Operational Staff Being Assaulted – The CFSMS had been introduced to reduce overall NHS risk and that RA has had his work in this area acknowledged by them.

Item 19 – Inability of Training Records to Confirm Essential Staff had been Trained – Jo Antony and Gary Banting are still looking to re-evaluate the need/relevance of the original proposal.

Item 26 – Not Being Able to Escape from LAS Building in Case of a Fire – Estates undertake annual fire risk assessments of all LAS premises.

Item 52 – Risk of Staff Drinking, Smoking, Eating and Using Mobile Phones Whilst Driving A&E Vehicles – Health and Safety Bulletin 57 was issued on 15th July 2002 which fully covered this issue and it is up to local management to enforce.

36/06 Premises Inspection Reports

JS went over the premises inspection reports and requested that PB chase outstanding Training reports and RG chase Estates to which they agreed.

IL enquired whether it would be possible for local reps to complete inspections for the training centres and PB agreed.

37/06 Incident, Absence and Training Report Update

There were no incident statistics to report due to the timing of the meeting being between reporting quarters.

JS informed that overall the Trust's Industrial Injury statistics for the quarter had dropped by 0.15% and that A&E absence had dropped by 0.17%.

JS reported that since the last meeting the following courses had been held:

- Corporate Induction - 41 Attendees
- 2 Day Safety and Risk Awareness Courses – Due to be held on 20th & 21st July 2007
- Personal Safety Training – 61 Attendees
- Violence Support Pilot Scheme – 12 Team Leaders
- Stress Facilitators – 12 Attendees

38/06 Staff Legal Claims

ED reported that 4 claims had been closed in the last quarter. One was related to the lifting of a 14 stone patient in a carry chair. Another involved a claim that LAS footwear is inadequate but this was found not to be the case. Another was a claim involving an injury caused by a defective tail lift. This problem has since been resolved. The last claim was related to ambulance rear doors not catching and being blown by the wind causing injury. Staff were encouraged to be more vigilant when conducting VDIs to ensure the door clips are catching properly.

39/06 Safety Alert Bulletins

CT updated on 4 outstanding SABs:

Electrically Powered Indoor Wheelchairs – This alert has been forwarded to Logistics and is awaiting feedback on progress.

Blood Pressure Monitors and Sphygmomanometers – This SAB alert remains on-going and continues to be actioned by the Corporate Logistics Manager. The possibility of in-house calibration checks continues to be considered, as well as alternatively replacing the relevant sphygmomanometers annually

Being Open When Patients are Harmed – This SAB alert remains on-going and has been forwarded to Ralph Morris for further action by the PSU department. Currently awaiting feedback on progress.

Protecting Patients with Allergy Associated with Latex – The final policy was forwarded to Bob Whittington on 4th July 2006.

40/06 HSE Stress Pilot

RA informed the group that a report had been produced around the survey results and that the next step is to speak with focus groups. Ten facilitators have been trained to be able to go out to stations and carry out the focus groups.

New Agenda Items:

41/06 Legislation/Assaults on NHS Staff

JB questioned whether the LAS will be pushing for mandatory sentences for assaults on staff as has been happening in Scotland.

RA replied that there are already 6 existing offences relating to assault that could be used for prosecuting a person who assaults NHS member of staff, and any new offence could result in a lesser sentence.

RA reported that there had been 12 confirmed prosecutions in the past financial year. He noted that it is likely there have been more but that it is difficult to tell due to staff sometimes dealing with the police directly.

42/06 AOB

CH reported that Paul Scully on secondment from Australia Ambulance Service is currently working with the LAS to train up to 28 new [Linc](#) workers.

DC proposed that new products should be explored now in order to meet specifications requirements prior to the procurement of future ambulances for 2007. CH suggested this issue be taken to the VEWG.

JB raised his concern over a crew being assigned to a Category A call while out on a blue light PTS vehicle and requested that their use be limited to only certain categories of calls due to vehicle limitations. TC advised that this is a management issue and should have been raised at the time. JB acknowledged that this had been done and PB agreed to raise the issue at his next sector meeting.

IL raised his concern for cleaning FRU vehicles that have been used to convey patients. CV advised that he was looking to extend make-ready further but new funding would not be granted in this financial year. JS suggested seat covers be used but IL advised that they would not be sufficient. CJ

suggested a policy of conveyance needed to be arranged. CH noted that this should be kept on the agenda.

IL informed the group that it had been brought to his attention that a number of staff in the west sector had set up a program to take bloods without going through the correct channels. CV agreed to arrange a meeting with Tim Wingham to find out more about this problem and to raise it at the VEWG.

ACTION CV

IL enquired if a SPPP for restraining children in ambulances had been rejected by the SMG. CV responded stating that he was unaware that this was the case. CH agreed to take this away as an action.

ACTION CH

IL reported that AOMs have been buying locally mobile air conditioning units, rather than having them provided through the purchasing department. RG advised that there are a number of reasons for not having air conditioning which have been addressed in a Trust policy produced by MN and offered to send him a copy. CH advised that the corporate policy should be adhered to and that problems are created when it is not followed. RG agreed to reissue details of the policy.

ACTION RG

AC questioned whether the provision of bottled water to crew staff was still taking place. CV reported that large amounts of bottled water had been delivered and that AOMs had been asked to take up ordering water locally. He also informed that difficulties had occurred with some water deliveries and that David Selwood would be looking into these issues.

Date of Next Meeting

7th September 2006