



SIGN UP PACK

Welcome to Sign up to Safety

Harnessing the commitment of staff across the NHS in England to make care safer.

Our vision is for the whole NHS to become the safest healthcare system in the world, aiming to deliver harm free care for every patient every time. This means taking all the activities and programmes that each of our organisations undertake and aligning them with this single common purpose.

Sign up to Safety has an ambition of halving avoidable harm in the NHS over the next three years and saving 6,000 lives as a result.

As Chief Executive or leader of your organisation, we invite you sign up to the campaign by setting out what your organisation will do to deliver safer care:

- Describe the actions your organisation will undertake in response to the five Sign up to Safety pledges (see page 3 to 5) and agree to publish this on your organisation's website for staff, patients and the public to see. You may like to share and get feedback your pledges before you publish – we will be happy to provide this.
- If you are an acute, ambulance, community, or mental health organisation providing care for patients, commit to turn your proposed actions into a **Safety Improvement Plan** which will show how your organisation intends to save lives and reduce harm for patients over the next 3 years. Again, feedback will be available, if you wish to access it, to assist in the description of these plans.
- Within your Safety Improvement Plan you will be asked to identify the patient safety improvement areas you will focus on.

To officially sign up your organisation to the campaign, please complete the following sign up form and return via email to signuptosafety@nhs.uk.



SIGN UP FORM

Organisation name: Beaumont House Community Hospice

In signing up, we commit to strengthening our patient safety by:

- Describing the actions (on the following pages) we will undertake in response to the five campaign pledges
- Committing to turn these actions into a Safety Improvement Plan which will show how our organisation intends to save lives and reduce harm for patients over the next three years (acute, ambulance, community, mental health providers only)
- Identify the patient safety improvement areas we will focus on
- Engage our local community, patients and staff to ensure that the focus of our work reflects what is important to our community
- Make public our commitments and plans.

Chief Executive or organisation leadership sponsor:

Debbie Abrams OBE

20th June 2016

| | | |
|------|-----------|------|
| Name | Signature | Date |
|------|-----------|------|

Please tell who will be the key contact in your organisation for Sign up to Safety:

| | | | | | |
|--------|--|-------------|------------|------------|--|
| Title: | | First name: | | Last name: | |
| Email: | | | Job title: | | |

The five Sign up to Safety pledges

1. Putting safety first. Commit to reduce avoidable harm in the NHS by half and make public our locally developed goals and plans

We will

- *Publish our performance about how we keep people safe each quarter, both on our notice board in our premises and also on our website*
- *We publish information about incidents and accidents in our annual quality account*
- *Include information about how we keep people safe in our annual report and present this at our annual general meeting*
- *Have policies and guidance for staff about how we keep people safe and also how to deliver best practice for nutrition and hydration*
- *Implement and evaluate evidence based learning*

2. Continually learning. Make our organisation more resilient to risks, by acting on the feedback from patients and staff and by constantly measuring and monitoring how safe our services are

- *We will monitor the proportion of patients that are 'harm free' from pressure ulcers, falls, urine infections (in patients with a catheter) and venous thromboembolism (VTE).*
- *We will take this information to our care services sub committee for scrutiny and learning and take action where changes in the delivery of care are identified.*
- *We will keep up to date with best practice to reduce the risk of falls.*
- *We will ask patients for ideas about how we can help our services be safer*
- *We will use the organisational risk register to assess and monitor risks*
- *We will learn from any acquired infections and continually improve our infection control processes*
- *We will ensure reflective reviews of any medication errors and share learning with colleagues*

3. Being honest. Be transparent with people about our progress to tackle patient safety issues and support staff to be candid with patients and their families if something goes wrong

We will commit to being open if something goes wrong

We will educate staff about the duty of candour and our policy about this

We will be open to independent investigations when appropriate to help us maximise our learning from

incidents.

We encourage staff to speak out about things that were nearly a problem (known as a 'near miss') so that we can be proactive in promoting safety

4. Collaborating. Take a lead role in supporting local collaborative learning, so that improvements are made across all of the local services that patients use

We will be collaborative in our working with other hospice providers and contribute to local networks

We commit to sharing our learning about keeping people safe through local networks

We will listen to other providers about their best practice ways to keep people safe and learn from them

We will learn from patients, relatives, staff and other organisations

5. Being supportive. Help our people understand why things go wrong and how to put them right. Give them the time and support to improve and celebrate progress

We will take a 'low blame' approach to when people make mistakes, and ensure we examine the systems and processes that require changing as well as ensuring supervision and education are a key part of learning whilst acknowledging accountability.

We will have regular learning sessions and supervision where reflection and learning can take place

Sign up to
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SAFETY