

Ref. No: 678
From: Public
Date: 02/05/23
Subject: Letter regarding Risk Management

REQUEST & RESPONSE

I am writing to you under the Freedom of Information Act 2000 to request the following information from your esteemed organization (hospital or any healthcare service). Since you have been ranked by CQC (Care Quality Commission) with an overall rating of “Good”, please may you provide me with the below documents?

1. **Your organisation’s current risk management policy (or nearest equivalent, e.g., risk evaluation, risk reduction, risk assessment Policy, etc.)**

Policy attached.

2. **The organisation’s current risk management procedures (or nearest equivalent, e.g., risk assessment procedures, risk evaluation procedures, risk control, etc.).**

Within attached policy.

3. **Risk Evaluation and Risk Control Guidance provided to employees (or any other related guidance that exists)**

Within attached policy.

4. **Any procedure or guidance or related document existing about how to decide if a risk needs to be reduced or not.**

Within attached policy.

5. **Any procedure or guidance or related document existing about how to evaluate if your organisation is obliged by the regulations to reduce the identified risk to a lower level or not. In this case, if you use a specific tool like “cost-benefit analysis” or any other tools, it would be truly appreciated to provide those documents as well.**

Within attached policy.

6. **Any procedure, guidance, formula, guideline, instruction, direction, prescription, method, or process through which your organisation decides if your organisation is going to implement a measure to reduce risk, or, you will not implement more risk reduction measures; and in case of not implementing more risk reduction measure, how you justify that risks are reduced to a level As Low As Reasonably Practicable”**

Within attached policy.

Please note that this request pertains mainly to general risk management policies and procedures for “protecting patient safety”. Please note that documents focused solely on employee safety or on specific risks (e.g., specialised documents related to patient falls, night-time / out-of-hours operation, etc.) are not required unless your organisation does not have general risk management policies and procedures for “protecting patient safety”.