

**HEALTH & SAFETY ASSURANCE COMMITTEE  
PWYLLGOR ANSAWDD IECHYD A DIOGELWCH**

<b>DYDDIAD Y CYFARFOD: DATE OF MEETING:</b>	17 February 2021
<b>TEITL YR ADRODDIAD: TITLE OF REPORT:</b>	Review of Staff Testing Positive for COVID-19 – Investigation Toolkit
<b>CYFARWYDDWR ARWEINIOL: LEAD DIRECTOR:</b>	Mandy Rayani, Director of Nursing, Quality and Patient Experience
<b>SWYDDOG ADRODD: REPORTING OFFICER:</b>	Tim Harrison, Head of Health, Safety and Security

**Pwrpas yr Adroddiad (dewiswch fel yn addas)**

**Purpose of the Report (select as appropriate)**

Er Sicrwydd/For Assurance

**ADRODDIAD SCAA**

**SBAR REPORT**

**Sefyllfa / Situation**

This paper is presented to the Health and Safety Assurance Committee (HSAC) in order to provide an update on the use of the COVID-19 Staff Investigation Toolkit, which was developed to assist in undertaking investigations in cases where staff receive a positive COVID-19 result.

**Cefndir / Background**

HSAC was first informed of this Investigation Toolkit at its meeting on 7<sup>th</sup> September 2020 and it was agreed that the Health Board (HB) would adopt the full COVID-19 Staff Investigation Toolkit for all instances of staff death or serious illness requiring hospital admission.

At the time of its introduction, all Health Boards and Trusts in Wales (with the exception of Betsi Cadwaladr University Health Board - BCUHB) decided to adopt the same principles regarding use of the toolkit for the investigation of positive COVID-19 cases amongst their employees.

Since slight amendments were made by the Health and Safety Executive to their *Reporting of Injuries, Diseases and Dangerous Occurrences Regulations* (RIDDOR) reporting guidance for COVID-19, BCUHB have also adopted the same criteria as the rest of Wales.

A separate investigation toolkit has been developed for reviewing patient COVID-19 deaths and these have been reported to the Quality, Safety and Experience Assurance Committee (QSEAC).

**Asesiad / Assessment**

The Staff Investigation Toolkit has been developed to include a more simplified checklist to assist in deciding whether the member of staff was likely to have contracted COVID-19 via a work activity. This form has been completed many times during the course of the pandemic.

The Investigation Toolkit has only been used in its entirety on three occasions within HDdUHB. These related to:

- One long-term hospitalisation for a Midwife, which identified the likely source of COVID infection as being non-work-related.
- The Pain Management Team located in the Bro Cerwyn Centre were affected by COVID-19 infection, with the office environment having been identified as likely to have contributed to the transmission between staff. The necessary immediate measures for staff safety have been implemented and the longer term use of the area is being considered.
- The Toolkit has also been used at Amman Valley Hospital following a number of staff becoming infected, and this investigation is still ongoing.

### Argymhelliad / Recommendation

For the Committee to take assurance from this report that investigations using the Standardised COVID-19 Investigation Toolkit are being undertaken when appropriate, in line with the consistent approach adopted across NHS Wales.

### **Amcanion: (rhaid cwblhau)**

#### **Objectives: (must be completed)**

Committee ToR Reference: Cyfeirnod Cylch Gorchwyl y Pwyllgor:	4.1 Provide assurance around the UHB arrangements for ensuring the health, safety, welfare and security of all employees and of those who may be affected by work-related activities, such as patients, members of the public, volunteers contractors etc.
Cyfeirnod Cofrestr Risg Datix a Sgôr Cyfredol: Datix Risk Register Reference and Score:	Not applicable
Safon(au) Gofal ac Iechyd: Health and Care Standard(s):	1.1 Health Promotion, Protection and Improvement 2.1 Managing Risk and Promoting Health and Safety 7.1 Workforce
Nodau Gwella Ansawdd: Quality Improvement Goal(s):	Focus On What Matters To Patients, Service users, Their Families and Carers, and Our Staff
Amcanion Strategol y BIP: UHB Strategic Objectives:	2. Living and working well.
Amcanion Llesiant BIP: UHB Well-being Objectives: <a href="#">Hyperlink to HDdUHB Well-being Objectives Annual Report 2018-2019</a>	2. Develop a skilled and flexible workforce to meet the changing needs of the modern NHS

<b>Gwybodaeth Ychwanegol: Further Information:</b>	
Ar sail tystiolaeth: Evidence Base:	COVID-19 Staff Investigation Toolkit
Rhestr Termau: Glossary of Terms:	Contained within the body of the report
Partion / Pwyllgorau â ymgynhorwyd ymlaen llaw y Pwyllgor Ansawdd Iechyd a Diogelwch: Parties / Committees consulted prior to Health and Safety Assurance Committee:	Information provided via the Pan Wales COVID19 Risk Management (Staff and Patient) Toolkit Steering Group the Hope Network and NHS Wales Health and Safety Management Steering Group.

<b>Effaith: (rhaid cwblhau) Impact: (must be completed)</b>	
<b>Ariannol / Gwerth am Arian: Financial / Service:</b>	No expected impact.
<b>Ansawdd / Gofal Claf: Quality / Patient Care:</b>	Not applicable
<b>Gweithlu: Workforce:</b>	No adverse impact for the investigating of an incident.
<b>Risg: Risk:</b>	Risk mitigation in place in terms of PPE, safe systems of work and safe environments.
<b>Cyfreithiol: Legal:</b>	RIDDOR Health and Safety at Work Act 1974 Management of Health and Safety at Work Regulations
<b>Enw Da: Reputational:</b>	Potential for political or media interest following staff death.
<b>Gyfrinachedd: Privacy:</b>	Not applicable
<b>Cydraddoldeb: Equality:</b>	Has EqIA screening been undertaken? No Has a full EqIA been undertaken? No