

Swansea Bay CAMHS Governance Report 2019

Concerns Open: 0

Theme	Lessons Learnt / Action

Compliments Recorded: 0

Compliment	Date	Area
Thank you card, chocolate and plan for Rhiannon Edwards.	10/06/2019	Trehafod CAMHS

Serious Incidents Reported: 0

WG Ref	Details	Progress/Update

Incidents Reported for 2019

Ref	Incident date	Specialty	Category	Severity
W122641 Staff member slipped on wet grass outside clinic	13/06/2019	CAMHS CITT – Swansea Bay	Slip, Trip or Fall	Moderate

Risk Register Top Risks

ID	Speciality	Unit	Risk Domain	Title	Description	Rating (current)	Action opened
3328	CAMHS - Generic (Community)	Trehafod	Impact on the safety of patients, staff or public (physical/psychological harm)	Retrieval of clinical discharge notes stored at Cefn Coed Hospital.	Clinical notes are stored in Cefn Coed hospital. The location is a small room which is full of boxes of notes. The boxes are piled one on top of the other due to space limitation and are well above shoulder/head height. The boxes are broken with files falling out if moved. Due to the significant amount of requests for SAR's in ABMU Locality it is necessary for admin to access these notes but is no longer possible as there is a high risk of injury to staff.	15	30/10/2018
3408	CAMHS - Generic (Community)	Trehafod	Impact on the safety of patients, staff or public (physical/psychological harm)	Unsafe, inaccessible storage facility in Cefn Coed Hospital Swansea.	Admin staff are required to access the storage facility in Cefn Coed Hospital in Swansea. The room contains numerous boxes full of clinical notes and are stored floor to ceiling in this small cramped room. The boxes are unsafe and are damaged. There are also a number of files stored in the corridor outside this room the boxes are damaged. The files have been moved on a number of occasions	15	08/02/2019

					within the Cefn Coed site by ABMU the last time due to flooding in one of the empty wards where the files were stored. The files are from the Swansea and NPT area. We have an extremely high number of requests for copies of clinical records from numerous sources across the ABMU Locality. Currently admin have been advised not to enter the room due to safety concerns. The inaccessibility of these files will impact on SAR's and meeting specific deadlines associated with these requests. The Health is responsible for providing safe, secure and accessible storage for these highly confidential clinical notes the current situation in Cefn Coed does not meet this requirement.		
2407	CAMHS - Generic (Community)	Other Hospital	Service/Business Interruption	Storage of client clinical notes for community CAMHS ABMU / SAR requests	Copious amount of Subject Access Requests (SAR) on a weekly basis - up to August 2018 - 63 requests for notes received for ABMU (over a three month basis). Significant amount compared to other localities. Access to records significant issue due to inaccessibility of files being stored in boxes in various locations across ABMU (i.e. Glanrhyd, POWH, Cefn Coed, NPT and Trehafod / Fairfield).	10	21/05/2018
3545	CAMHS - Crisis Liaison	Neath Port Talbot Hospital	Impact on the safety of patients, staff or public (physical/psychological harm)	Risk to staff in relation to lone working.	Crisis staff work 12 hour shifts 7 days per week. Due to staff shortages at weekends they often work alone in an environment absent of other clinicians. There is admin available due to weekend working and no staff resources available to support them	9	10/05/2019

Mental Health Act Data for May/June 2019

Unit No	Age	DOB	Admission Date	Discharge Date	Ward
00875407	16	11/03/2003	07/05/2019	09/05/2019	Ward F
00889737	16	15/08/2002	17/05/2019	20/05/2019	Ward F
00896966	17	01/08/2001	07/06/2019	11/06/2019	Ward F
N4027025	17	13/04/2002	06/06/2019	07/06/2019	Ward F

Errors & Breaches of the Mental Health Act 2019

Category 1	Category 2	Category 3	Category 4
0	0	0	0