

# Central and North West London

NHS Foundation Trust

**Status: Draft**

**Date: 11<sup>th</sup> February 2009**

**Trust's Self Declaration:**

Organisation name	Central and North West London NHS Foundation Trust
Organisation code	RV3

Period 1<sup>st</sup> April 2008 to 31<sup>st</sup> March 2009

General statement of compliance

General statement of compliance	Central and North West London NHS Foundation Trust has reasonable assurance that there have been no significant lapses in meeting the core standards during the period 1 <sup>st</sup> April 2008 to 31 <sup>st</sup> March 2009.
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**Statement on measures to meet the Hygiene Code**

Statement on measures to meet the Hygiene Code	<p>Central and North West London NHS Foundation Trust recognises that the Health Act 2006 introduced a statutory duty on NHS organisations from October 1<sup>st</sup> 2006 to observe the provisions of the Code of Practice on Healthcare Associated Infections. As a result the Board has reviewed its arrangements and is assured that it has suitable systems and arrangements in place to ensure that the Code is being observed at this Trust.</p> <p>Every quarter the Director of Infection Prevention and Control presents to the Board of Directors on Hospital Acquired Infections. This is an increased level of surveillance by the Board and reflects how seriously it is taken at CNWL. The Infection Control Team produced the Infection Control Annual Report 2007/2008 which was presented to Board of Directors in August 2008.</p> <p>The Infection Control Committee meets quarterly and reports on a range of issues including occurrence of MRSA.</p>
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**Safety Domain Core Standards**

Please declare your Trust's compliance with each of the following standards:

C1a	Healthcare organisations protect patients through systems that identify and learn from all patient safety incidents and other reportable incidents, and make improvements in practice based on local and national experience and information derived from the analysis of incidents.	<b>Compliant</b>
C1b	Healthcare organisations protect patients through systems that ensure that patient safety notices, alerts and other communications concerning patient safety which require action are acted upon within required timescales	<b>Compliant</b>

C2	Healthcare organisations protect children by following national child protection guidelines within their own activities and in their dealings with other organisations.	Compliant
C3	Healthcare organisations protect patients by following National Institute for Clinical Excellence (NICE) interventional procedures guidance.	Compliant
C4a	Healthcare organisations keep patients, staff and visitors safe by having systems to ensure that the risk of healthcare acquired infection to patients is reduced, with particular emphasis on high standards of hygiene and cleanliness, achieving year on year reductions in MRSA	Compliant
C4b	Healthcare organisations keep patients, staff and visitors safe by having systems to ensure that all risks associated with the acquisition and use of medical devices are minimised	Compliant
C4c	Healthcare organisations keep patients, staff and visitors safe by having systems to ensure that all reusable medical devices are properly decontaminated prior to use and that the risks associated with decontamination facilities and processes are well managed.	Compliant
C4d	Healthcare organisations keep patients, staff and visitors safe by having systems to ensure that medicines are handled safely and securely	Compliant
C4e	Healthcare organisations keep patients, staff and visitors safe by having systems to ensure that the prevention, segregation, handling, transport and disposal of waste is properly managed so as to minimise the risks to the health and safety of staff, patients, the public and the safety of the environment	Compliant

### Clinical and Cost Effectiveness Domain - Core Standards

Please declare your Trust's compliance with each of the following standards:

C5a	Healthcare organisations ensure that they conform to National Institute for Clinical Excellence (NICE) technology appraisals and, where it is available, take into account nationally agreed guidance when planning and delivering treatment and care	Compliant
C5b	Healthcare organisations ensure that clinical care and treatment are carried out under supervision and leadership	Compliant
C5c	Healthcare organisations ensure that clinical continuously update skills and techniques relevant to their clinical work	Compliant
C5d	Healthcare organisations ensure that clinicians participate in regular clinical audit and reviews of clinical services.	Compliant
C6	Healthcare organisations cooperate with each other and social care organisations to ensure that patients' individual needs are properly managed and met	Compliant

### Governance Domain - Core Standards

Please declare your Trust's compliance with each of the following standards:

C7a,c	Healthcare organisations apply the principles of sound clinical and corporate governance and undertake systematic risk assessment and risk management	Compliant
C7b	Healthcare organisations actively support all employees to promote openness, honesty, probity, accountability, and the economic, efficient and effective use of resources	Compliant

C7d	Healthcare organisations: d) ensure financial management achieves economy, effectiveness, efficiency, probity and accountability in the use of resources.	This standard will be measured through the <i>use of resources</i> assessment.
C7e	Healthcare organisations challenge discrimination, promote equality and respect human rights	<b>Compliant</b>
C7f	Healthcare organisations: f) meet the existing performance requirements	This standard will be measured through the <i>existing targets</i> assessment.
C8a	Healthcare organisations support their staff through having access to processes which permit them to raise, in confidence and without prejudicing their position, concerns over any aspect of service delivery, treatment or management that they consider to have a detrimental effect on patient care or on the delivery of services	<b>Compliant</b>
C8b	Healthcare organisations support their staff through organisational and personal development programmes which recognise the contribution and value of staff, and address, where appropriate, under-representation of minority groups	<b>Compliant</b>
C9	Healthcare organisations have a systematic and planned approach to the management of records to ensure that, from the moment a record is created until its ultimate disposal, the organisation maintains information so that it serves the purpose it was collected for and disposes of the information appropriately when no longer required.	<b>Compliant</b>
C10a	Healthcare organisations undertake all appropriate employment checks and ensure that all employed or contracted professionally qualified staff are registered with the appropriate bodies	<b>Compliant</b>
C10b	Healthcare organisations require that all employed professionals abide by relevant published codes of professional practice	<b>Compliant</b>
C11a	Healthcare organisations ensure that staff concerned with all aspects of the provision of healthcare are appropriately recruited, trained and qualified for the work they undertake	<b>Compliant</b>
C11b	Healthcare organisations ensure that staff concerned with all aspects of the provision of healthcare participate in appropriate mandatory training	<b>Compliant</b>
C11c	Healthcare organisations ensure that staff concerned with all aspects of the provision of healthcare participate in further professional and occupational development commensurate with their work throughout their working lives	<b>Compliant</b>
C12	Healthcare organisations which either lead or participate in research have systems in place to ensure that the principles and requirements of the research governance framework are consistently applied	<b>Compliant</b>

### Patient Domain - Core Standards

Please declare your Trust's compliance with each of the following standards:

C13a	Healthcare organisations have systems in place to ensure that staff treat patients, their relatives and carers with dignity and respect	<b>Compliant</b>
C13b	Healthcare organisations have systems in place to ensure that appropriate consent is obtained when required, for all contacts with patients and for the use of any confidential patient information	<b>Compliant</b>
C13c	Healthcare organisations have systems in place to ensure that staff treat patient information confidentially, except where authorised by legislation to the contrary	<b>Compliant</b>
C14a	Healthcare organisations have systems in place to ensure that	<b>Compliant</b>

	patients, their relatives and carers have suitable and accessible information, and clear access to, procedures to register formal complaints and feedback on the quality of services	
C14b	Healthcare organisations have systems in place to ensure that patients, their relatives and carers are not discriminated against when complaints are made	Compliant
C14c	Healthcare organisations have systems in place to ensure that patients, their relatives and carers are assured that organisations act appropriately on any concerns and, where appropriate, make changes in ensure improvements on service delivery	Compliant
C15a	Where food is provided, healthcare organisations have systems in place to ensure that patients are provided with a choice and that it is prepared safely and provides a balanced diet	Compliant
C15b	Where food is provided, healthcare organisations have systems in place to ensure that patients' individual nutritional, personal and clinical dietary requirements are met, including any necessary help with feeding and access to food 24 hours a day	Compliant
C16	Healthcare organisations make information available to patients and the public on their services, provide patients with suitable and accessible information on the care and treatment they receive and, where appropriate, inform patients on what to expect during treatment, care and after care.	Compliant

### Accessible and Responsive Care Domain – Core Standards

Please declare your Trust's compliance with each of the following standards:

C17	The views of patients, their carers and others are sought and taken into account in designing, planning, delivering and improving healthcare services.	Compliant
C18	Healthcare organisations enable all members of the population to access services equally and offer choice in access to services and treatment equitably.	Compliant
C19	Healthcare organisations ensure that patients with emergency health needs are able to access care promptly and within nationally agreed timescales, and all patients are able to access services within national expectations on access to services	This standard will be measured under the existing targets and new national targets assessments.

### Care and Amenities Domain – Core Standards

Please declare your Trust's compliance with each of the following standards:

C20a	Healthcare services are provided in environments which promote effective care and optimise health outcomes by being a safe and secure environment which protects patients, staff, visitors and their property, and the physical assets of the organisation	Compliant
C20b	Healthcare services are provided in environments which promote effective care and optimise health outcomes by being supportive of patient privacy and confidentiality	Compliant
C21	Healthcare services are provided in environments which promote effective care and optimise health outcomes by being well designed and well maintained with cleanliness levels in clinical and non-clinical areas that meet the national specification for clean NHS premises	Compliant

**Public Health Domain - Core Standards**

Please declare your Trust's compliance with each of the following standards:

C22a,c	Healthcare organisations promote, protect and demonstrably improve the health of the community served, and narrow health inequalities by cooperating with each other and with local authorities and other organisations; and making an appropriate and effective contribution to local partnership arrangements including local strategic partnerships and crime and disorder reduction partnerships	<b>Compliant</b>
C22b	Healthcare organisations promote, protect and demonstrably improve the health of the community served, and narrow health inequalities by ensuring that the local Director of Public Health's annual report informs their policies and practices	<b>Compliant</b>
C23	Healthcare organisations have systematic and managed disease prevention and health promotion programmes which meet the requirements of the national service frameworks (NSFs) and national plans with particular regard to reducing obesity through action on nutrition and exercise, smoking, substance misuse and sexually transmitted infections.	<b>Compliant</b>
C24	Healthcare organisations protect the public by having a planned, prepared and, where possible, practised response to incidents and emergency situations which could affect the provision of normal services.	<b>Compliant</b>

**Electronic Sign Off – details of individual(s)**

	<b>Title</b>	<b>Full Name</b>	<b>Job Title</b>
1.	Dame	Ruth Runciman	Chairman
2.	Ms	Claire Murdoch	Chief Executive
3.	Mr	John Scott	Deputy Chairman
4.	Professor	Dorothy Griffiths	Non-Executive Director
5.	Ms	Beverly Provost	Non-Executive Director
6.	Mr	Ian Holder	Non-Executive Director
7.	Ms	Hiroo Chothia	Non-Executive Director
8.	Ms	Bhavana Desai	Non-Executive Director
9.	Mr	Edward Matt	Chief Operating Officer
10.	Dr	Alex Lewis	Medical Director & Director of Clinical Governance
11.	Mr	Trevor Shipman	Director of Finance
12.	Mr	Ian McIntyre	Director of Business & Estates
13.	Mr	David Brettle	Director of Human Resources
14.	Mr	John Vaughan	Director of Partnership and Commercial Development

**Comments from Specified Third Parties**

Strategic Health Authority comments	
Local Safeguarding Children Boards comments	
Council of Members comments	

**Comments from Overview and Scrutiny Committees**

Brent OSC comments	
Harrow OSC comments	
Hillingdon OSC comments	
Kensington & Chelsea OSC comments	
Westminster OSC comments	

**Comments from Local Involvement Networks**

Brent LINK comments	
Harrow LINK comments	
Hillingdon LINK comments	
Kensington & Chelsea LINK comments	
Westminster LINK comments	