

Re: Your request made under the Freedom of Information Act 2000

Please can I request (under the FOIA 2000):

I am conducting a study of the emergency preparedness of NHS Acute Trusts in England. I am using the emergency and disaster management module of the Hospital Safety Index checklist of the World Health Organisation. The study is part of an MSc in Crisis & Disaster Management at the University of Portsmouth.

Under the provisions of the Freedom of Information Act 2000, I am writing to request the following information. This information relates to the NHS England Emergency Preparedness, Resilience and Response Framework in general and section 10, "Cycle of preparedness", subsection 2, "Planning", and subsection 4, "Exercising", and section 12, Incident Response", in particular.

Please note that the much of the information requested is only records of the existence of current plans, reviews, updates, training and tests and not the contents of the plans, reviews, updates, training and tests themselves.

For clarity, to minimise the cost of my request and to prevent the disclosure of any sensitive information, I have enumerated the information I am requesting and specified how it could be provided.

If you do not hold some of this information then I ask you to confirm explicitly that you do not hold it.

Responses are in bold (blue font for ease of reference).

Given the potentially sensitive nature of this information, I ask you to redact any exempt information instead of refusing disclosure. This would be in accordance with guidance on best practice from the Information Commissioner's Office.

Hospital emergency and disaster response and recovery planning

Hospital emergency or disaster response plan

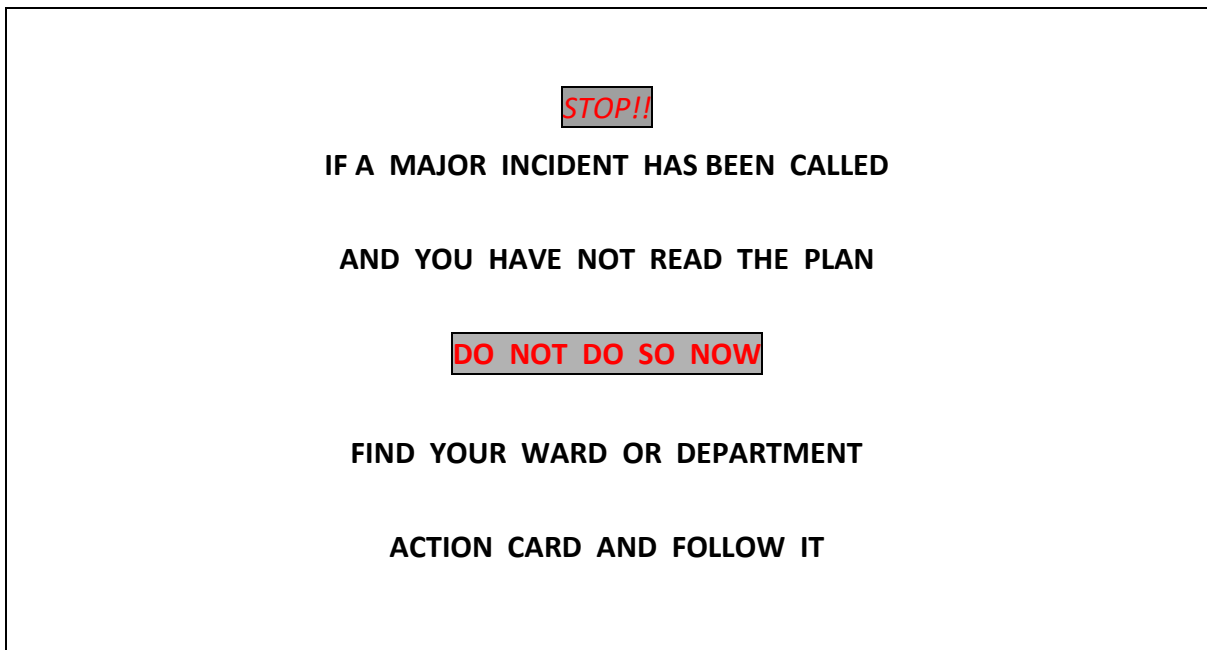
= **Major Incident Response Plan (CORP/RISK 1 v 9: 2020)**

1. Any record of how the plan(s) is to be accessed in an emergency.

The Major Incident Plan is available electronically on Trust's shared drives and on the intranet.

Hard copies of the plan are held in key areas and in each of the Trust's Incident Response Rooms – along with action cards for responders.

However – at the front of the policy - colleagues are met with the following message:



2. The date(s) of the most recent review(s) or update(s) of the plan(s). (Can be answered with a date or dates.)

January 2020 (next due January 2023).

Hospital hazard-specific subplans (for example CBRN)

= **Hazardous Materials (HAZMAT) and Chemical Biological Radiological Nuclear and Explosives (CBRNe)**

Plan (CORP / RISK 26 v.4: 2018)

3. Any record of the existence of current documented hazard-specific response subplans for the most likely external and internal emergency scenarios. (Can be answered yes / no.)

Yes.

4. Any record of how the plans are to be accessed.

The Hazardous Materials (HAZMAT) and Chemical Biological Radiological Nuclear and Explosives (CBRNe) Plan is available electronically on Trust's shared drives and on the intranet.

Hard copies held in the Trust's Emergency Department areas - along with action cards for responders.

5. The date(s) of the most recent review(s) or update(s) of the plan(s). (Can be answered with a date or dates.)

June 2018.

Procedures to activate and deactivate plans

6. Any record of the existence of current procedures for when, how and by whom emergency response plan(s) are activated and de-activated. (Can be answered yes / no.)

Yes.

Major Incident Plan

Section 8 of the Major Incident Plan is 'Activation of Major Incident Plan' (it includes deactivation).

Hazardous Materials (HAZMAT) and Chemical Biological Radiological Nuclear and Explosives (CBRNe) Plan

Section 5 of the Hazardous Materials (HAZMAT) and Chemical Biological Radiological Nuclear and Explosives (CBRNe) Plan is on 'Activation'.

Information on debriefing following deactivation is also available in section 28 of the plan.

7. Any record that staff who can activate or de-activate the emergency response plan(s) have been trained in this. (Can be answered yes / no.)

Yes.

8. The date(s) of the most recent test(s) of the above procedures. (Can be answered with a date or dates.)

Hazardous Materials (HAZMAT) and Chemical Biological Radiological Nuclear and Explosives (CBRNe) Plan

Tested by 'live' event at Bassetlaw Hospital:

- 20 April 2022

Hospital emergency and disaster response plan exercises, evaluation and corrective actions

9. The date(s) of the most recent test(s) of the emergency response plan(s), including date(s) of test(s). (Can be answered with a date or dates.)

Major Incident Response Plan

Considered to be tested by 'live' events:

- **Covid-19 (since March 2020);**
- **Evacuation of Women and Children's Hospital (27 April 2021)**

10. Any record that the emergency response plan(s) have been updated because of the results of tests. (Can be answered yes / no.)

Work in Progress – next update due January 2023.

Hospital recovery plan

11. Any record of the existence of a current documented all-hazards hospital recovery plan or plans that define(s) actions to be taken to recover normal functions of the hospital after an emergency or disaster. (Can be answered yes / no.)

Section 7.1 of the Major Incident Response Plan references the requirement to commence recovery activities at the earliest possible opportunity.

As responses need to be dynamic (dependant on the incident and circumstances) they are not documented in the Major Incident Response Plan.

Dependant on the incident and circumstances, Business Continuity Plans for the Trust would be referenced to determine the actions to be considered and/or taken.

12. Any record of how the plan(s) is to be accessed.

13. The date of the most recent review(s) or update(s) of the plan(s). (Can be answered with a date or dates.)

Major Incident Response Plan

Considered to be tested by 'live' events:

- **Covid-19 (since March 2020);**
- **Evacuation of Women and Children's Hospital (27 April 2021)**