



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

OCCUPATIONAL SAFETY AND HEALTH NEWSLETTER

ISSUE 02 WINTER 2016

HEALTH AND SAFETY AUTHORITY-5 YEAR PLAN

NEWS:

The HSA has published a [review](#) of their Five-Year Plan for the Healthcare Sector in which they determine their priorities for future Interventions in the healthcare sector.

The priorities from 2016 that have been identified by the HSA and will be continuously appraised and formally reviewed at the end of 2018 are:

- (i) Work with the HSE at a national level to support the implementation of a robust HSE safety management system
- (ii) Plan inspection programmes which are evidence-based and directed to the areas of highest risk
- (iii) Engage with working groups and provide guidance for the sector
- (iv) Maintain and develop initiatives that help secure compliance (e-learning, seminars and guidance)
- (v) Provide information and guidance on new and emerging risks in the healthcare sector

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National Health & Safety Function (NHSF) — Latest Developments

Since our last issue we have added the following new documents/guides to our website www.hse.ie/safetyandwellbeing for future reference.

Frequently Asked Question's:

- Work Related Stress
- Young Persons
- Recommended contents of Health and Safety Folder
- Health and Safety Information for new NCHDs & Employees

Risk Assessment template: Workplace Stress

Sample Risk Assessment: Workplace Stress

Safety Alert: Winter Safe

Safety Advisory/ Guidance Note: DGSA Services - Guidance Specification for Temporary Dangerous Goods Safety Advisor Appointment

Guidelines: for creating a Site Specific Safety Statement

HSE National Health and Safety Function (NHSF) Priorities for 2016

After a very busy year, 2016 will be a period of consolidation for the National Health and Safety Function. Already the Function has made a number of significant achievements including:

- Establishment of a national helpdesk for all OSH queries email: hs.helpdesk@hse.ie
- Creation of an extensive OSH web-resource: www.hse.ie/safetyandwellbeing
- Reviewed and updated existing OSH documentation and the development of a number of new resources, e.g. Safety Alerts, Safety Advisory Guidance Notes, Frequently Asked Questions, Checklists and forms
- Commencement of an OSH Newsletter
- Delivered an extensive programme of resources and events nationally, following European Week for Safety and Health (e.g. daily information sheets, tool-kit for managers and ongoing stress seminars)
- Commencement of a National OSH Audit Programme
- Development of a number of key risk assessment tools and guidelines for Managers.

- Issued the Corporate Safety Statement

The Function is also advancing a number of significant items, which are targeted for delivery in 2016, e.g.;

- Site Specific Safety Statement guidance/template
- A number of policies will be introduced around the area of driving for work, statutory health and safety training, co-operation and coordination with contractors and the Intoxicants Policy
- Organisational strategy for the management of duties around Dangerous Goods Safety Advisors
- E-learning module on hseland: Health and Safety for Managers
- Briefing on OSH for the Leadership Team
- Further roll-out of the National OSH Audit Strategy
- Implementation of measures to facilitate the collection of data for assessment of performance against agreed KPI's

Our main objective is to ensure the accessibility of OSH and continue our work to bring safety to you.

HEALTHY WORKPLACES MANAGE STRESS CAMPAIGN



Over 150 Managers have already attended our Roadshow events that focused on "Healthy Workplaces Manage Stress", with an additional 280 already booked into the remaining events for 2016.

Feedback so far has been very positive and has resulted in the development of an FAQ for Workplace Stress and a sample workplace stress risk assessment that are both available on the website: www.hse.ie/safetyandwellbeing

Healthy living has been a continuing theme throughout the semi-

nars as an active approach that we can all take to reduce the risks from negative stress.

The seminars have also emphasised how our workplaces directly influence the physical, mental, economic and social wellbeing of workers and, in turn, the health of their families, communities and society. Therefore, the workplace offers an ideal setting and infrastructure to support the promotion of health of a large section of the public.



HEALTH & SAFETY AUTHORITY CORRESPONDENCE

The Health and Safety Management Advisory Committee and Risk Committee will monitor all Health and Safety Authority correspondence at national level for assurance purposes. Therefore, it is now **mandatory** that a copy of all correspondence from the HSA is emailed directly to the National Health & Safety Helpdesk at: hs.helpdesk@hse.ie.

Such correspondence may include:

- ◆ Report of Inspection
- ◆ Improvement Direction
- ◆ Improvement Notice
- ◆ Contravention Notice
- ◆ Prohibition Notice
- ◆ Information Notice

- ◆ Fixed Penalty Notice

As mentioned this information is collected for assurance purposes and it remains the responsibility of local management to ensure that HSA correspondence is addressed fully, appropriately and in a timely manner (meeting any deadlines imposed by the HSA and set out in the correspondence).

RECENT CASES—LEARN AND SHARE

What's Happened

A national care home provider in the UK and one of its employees have been prosecuted after a young woman suffered full thickness burns to more than 40 percent of her body from a scalding bath.

The 32 year old required major surgery including amputation of all her toes following the incident that occurred in August 2013. She was also left without any flesh on her ankles.

Nicola who had been a resident at the registered care home for 14 years, now has to use a wheelchair and faces more corrective surgery.

The Court heard that a care support worker with 11 years experience, failed to check the temperature of the water before the resident got in the bath.

Although the immersion heater's thermostat failed causing the scalding water in the taps, it was the failure by the support worker to check the temperature of the water that was the direct cause of the injuries. Colleagues who immediately came to assist claimed they 'could feel the heat coming from the bathroom' and suggested it must have been obvious to their colleague that the water was scalding.

The court also heard staff members were supposed to check the water temperature before the service user bathed and fill out a record of this check. However written instructions confirming this were not provided .

The UK Health and Safety Executive's (HSE) investigation found no risk assessment was in place for the risk of exposure to scalding water and the thermometers provided in the home were inadequate.

The employee pleaded guilty and was served with a community payback order to carry out 160 hours of unpaid work over the next 10 months. The Care Home provider pleaded guilty and was fined £20,000.

THE LEARNING—HOT WATER SAFETY



Managers should ensure that they have undertaken a scald risk assessment in our workplaces especially where we are caring for vulnerable service users.

The incident above was preventable by the simple act of checking the water temperature before bathing. A thermometer should be used to do this.

Thermostatic mixing valves (TMV) that reduce the maximum temperature of the water at the outlet, have reduced the number of incidents such as this. (TMV3 for taps and showers are recommended for healthcare use)

HIQA Standard -25.16 states that "Hot water is stored at a temperature of at least 60°C and circulated at 50°C minimum, to prevent risks from legionella.

Current HSE/HPSC guidance states that water is circulated at 55°C and is typically 41°C at shower and wash hand basin outlets. Where no controls are in place hot water signage must be in place.

Managers should ensure that employees are aware of the safety precautions that are in place and provide appropriate information instruction and training.

Further ref Health Protection Surveillance Centre Scientific Comm. Water guidelines sub comm. water www.hpsc.ie, contributions kindly received from HSE Estates Health & Safety.

ARE YOU WINTER SAFE?



Be winter ready !

Severe weather can bring increased risks so be prepared.

The National Health and Safety Function strongly advises all HSE employees to visit the severe weather section of the HSE website which contains useful tips, advice and help. The Government Task Force on Emergency Planning prepared and has launched a **Be Winter Ready** information campaign. It provides practical advice and information on being prepared and safer during episodes of severe weather. It also provides contact details of organisations and agencies that can provide guidance and assistance.

The main message is **be prepared, stay safe and know where to find help should you need it.**

Go to www.winterready.ie or contact emergency.planning@hse.ie

Emergency Planning

The Safety Health and Welfare at Work Act 2005, Section 11 requires employers to have plans and procedures in place for emergencies where employees and others in our workplaces could find themselves in serious or imminent danger (this will include planning for severe weather conditions as well as other more typical emergencies) . The measures must be appropriate to the place of work and cover –

- first aid
- fire- fighting
- the evacuation of employees and others present in the workplace
- contact with the appropriate emergency services with regard to first aid, emergency medical care, fire-fighting and rescue arrangements
- the designation of employees to implement the emergency plan, emergency procedures or necessary measures and
- the number of those designated employees, their training and the appropriate equipment available to them, having regard to either, or both, the nature of the specific hazards and the size of the place of work
- This will include flooding therefore assess whether the premises are or likely to be in a flood prone area. If the answer is **yes**, plans should be in place and periodically tested before the flood event occurs

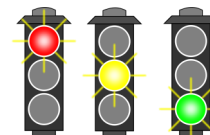
Driving for Work in Poor Weather Conditions



HAZARDS associated with driving for work in the winter increase greatly. Darker, shorter days and bad weather such as rain, hail, fog or snow reduce visibility. High winds, ice and slush can make vehicle control more difficult. Winter sun tends to be low and can cause glare.

Is the trip necessary - Limit travel as far as possible to essential journeys only

If you have no option but to drive:



- Listen to weather forecasts, travel bulletins, change or delay your journey as appropriate
- Plan your journey, stick to major routes where possible. Allow extra time for your journey
- Inform someone where you are going and your estimated time of arrival
- Turn your lights on to ensure that your vehicle is visible to other road users
- Fill your washer bottle with windscreen wash
- Reduce your speed and drive according to the road and weather conditions, maintain greater stopping distances (double in wet weather and ten times greater in icy weather)
- Wear sunglasses (prescription glasses if required) if the sun is low
- Avoid harsh braking or acceleration. Carry out any manoeuvres slowly and carefully
- Never feel pressurised to complete a journey if weather conditions are too dangerous

Is your vehicle in a roadworthy condition prior to driving. Check :

- Tyres are in good conditions and inflated to the correct pressure (including the spare)
- The vehicle has plenty of fuel
- Wipers, defrosters and lights are in good working order
- An ice-scraper or de-icer is available for ice or snow



Carry an emergency kit in your vehicle containing items such as:

- A high visibility, reflective jacket or vest in the vehicle
- A torch with extra batteries
- An emergency warning triangle
- A mobile phone – **for use only when parked**
- Boots and warm clothing including hat, gloves and a warm blanket or sleeping bag
- Food and a warm drink in a flask
- Shovel and material for providing wheel traction if driving on soft ground or snow (such as chains, old carpet, sand, gravel, cat litter or salt)





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Health Service Executive

Incident Reporting

An Incident is an event or circumstance which could have, or did lead to unintended and/or unnecessary harm. Incidents include adverse events which result in harm; near-misses which could have resulted in harm, but did not cause harm, either by chance or timely intervention; and staff or service user complains which are associated with harm. Incidents can be clinical or non-clinical and include Incidents associated with harm to:

- patients, service users, staff and visitors
- the attainment of HSE objectives
- ICT systems
- data security e.g. data protection breaches
- the environment , for further information please reference Safety Incident Management Policy QPSD-D-060-1.



All employees must:

Inform their manager of incident

Make sure that the incident site is safe and no-one else can get hurt

Ensure appropriate first aid arrangements are implemented

Complete NIMS Incident forms as appropriate

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Local Managers must:

Ensure NIMS form is completed accurately

Start preliminary investigation

Ensure details on the form are entered on NIMS data base

If necessary escalate to senior manager

Continue to manage the incident

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Senior Accountable Officer must:




Commission appropriate investigation for incidents depending on severity , number occurring and learning

Ensure aggregate review of all incidents is completed and shared

Ensure systems are in place to manage all incidents effectively

Report to HSA and/or NHSF as appropriate

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How to contact the National Health & Safety Function ?			
Internet:		Phone:	
	Visiting our web pages: www.hse.ie/safetyandwellbeing		Phone the Helpdesk on: 046 9280630 . Open Mon—Friday during the hours of: 10.30 – 12.00 and 14.00 – 15.30
	Email:		
	hs.helpdesk@hse.ie	Thank you, The National Health & Safety Function.	