

15 December 2022

Sterile Services

It would be appreciated if the following questions could be answered based upon data from 1st April 2021 – 31st March 2022. It is appreciated that the COVID pandemic has affected many sites and this period may not be truly reflective of pre-pandemic levels.

- 1. How many surgical trays were processed by Sterile Services during the period 01/04/2021 – 31/03/2022? If possible, is the total number of trays processed able to be broken down to instrument level? If yes, how many instruments were processed during 01/04/2021 – 31/03/2022?**

During the period 01/04/2021 – 31/03/2022, the following trays were processed by sterile services:

Surgical Trays Only	89,947
Other single items	62,078

It is not possible for the 89,947 trays to be broken down to individual instrument level.

- 2. During the period 01/04/2021 – 31/03/2022, what was the Sterile Services:**

- **Operational Staffing Structure**
- **Post Titles**
- **Banding for Posts**

The organisational structure diagram is attached as a separate document. It defines each employee's job title, their banding and how it fits within the overall service. It also provides a visual representation of how the service is structured.

The operational technician post titles are abbreviated within the document and are confirmed as:

Assistant Technical Officer (ATO)
Senior Assistant Technical Officer (SATO)

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3. What was the budgeted hours (FTE / WTE) for the posts described in question #2 for the period 01/04/2021 – 31/03/2022, i.e. 1.0 x FTE/WTE Manager, 5.0 x FTE/WTE Team Leaders, 12.0 x FTE/WTE Technicians

The budgeted hours (FTE / WTE) for the period 01/04/2021 – 31/03/2022 for sterile services are detailed below:

- Band 7 Manager x 2.0 FTE/WTE
- Band 6 Manager x 3.0 FTE/WTE
- Band 5 Manager x 6.0 FTE/WTE
- Band 4 (SATO - Supervisor) x 29.0 FTE/WTE
- Band 3 (ATO - Technician) x 108.0 FTE/WTE
- Band 4 admin x 1.0 FTE/WTE
- Band 3 admin x 3.79 FTE/WTE

4. What are the operational hours and shift times for Sterile Services, and how many FTE / WTE are allocated for each post per shift?

There are four Centralised Decontamination Units across Belfast Trust, two of which are sterile services - Royal Victoria Hospital (RVH) & Musgrave Park Hospital (MPH). The operational hours are detailed below:

Service Opening Hours								
	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Public Holidays
RVH CDU (Sterile Service)	07:30 – 06:00	07:30 – 06:00	07:30 – 06:00	07:30 – 07:00	07:30 – 07:00	08:30 – 07:00	08:30 – 16:30	08:30 – 16:30
MPH CDU (Sterile Service)	07:00 – 06:00	07:00 – 06:00	07:00 – 06:00	07:00 – 05:30	07:00 – 19:00	8 – 4 (If Theatre lists are progressed)	8 – 4 (If Theatre lists are progressed)	8 – 4 (If Theatre lists are progressed)

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The RVH rotational rota for the majority of staff is detailed below; however, there is a legacy arrangement that pre-dates this agreement for 1 x SATO & 21 x ATO, who are exempt from night shift:

Week 1 SATO x 2 ATO x 6	Week 2 SATO x 3 ATO x 7	Week 3 SATO x 3 ATO x 7	Week 4 SATO x 2 ATO x 6	Week 5 SATO x 2 ATO x 6	Week 6 Week-end night shift SATO x 1 ATO x 2
07:30 - 15:30	REST DAY	08:30 – 16:30	08:30 - 16:30	20:00 - 06:00	OFF DAY
07:30 - 15:30	REST DAY	12:30 - 20:00	08:30 - 16:30	20:00 - 06:00	OFF DAY
07:30 - 15:30	12:30 - 20:00	08:30 – 16:30	08:30 - 16:30	20:00 - 06:00	OFF DAY
12:30 - 20:00	08:30 - 16:30	07.30 - 15.30	08:30 - 16:30	20:00 - 05:30	18:00-07:00
07:30 - 15:30	08:00 - 16:00	08:00 - 16:00	12:30 - 20:00	REST DAY	18:00-07:00
OFF DAY	OFF DAY	08:30 – 16:30	OFF DAY	OFF DAY	18:00-07:00
OFF DAY	OFF DAY	08:30 – 16:30	OFF DAY	OFF DAY	OFF DAY

MPH CDU would operate a similar rota to RVH CDU, which would be pro rata to the staffing and opening hours of the service as noted above.

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5. Does the Sterile Service use additional staff above budgeted staffing allowance, such as Bank or Agency Staffing to provide additional resources?

The Sterile Service do not use additional staff above budgeted staffing allowance, such as Bank or Agency Staffing to provide additional resources.

6. How many theatre surgical procedures were carried out in the period 01/04/2021 – 31/03/2022?

There were 34,539 surgical procedures carried out in the period.

7. From *Question 6*, how many of the procedures would be considered Joint Replacements, *i.e.*, *Knee Replacement, Hip Replacement, Shoulder Replacement, Arthroplasty Revision*

During 01/04/2021 – 31/03/2022 there were 703 joint replacements carried out, including revisions.

8. What certification / accreditation does the Sterile Service hold for its quality management system?

Sterile Service hold Certification to ISO 13485: 2016, and Certification to MDD Annex V (sterility aspects only) / Article 12