

TABLE 1: SUMMARY OF DOCUMENTS PROVIDED IN RESPONSE TO THIS QUESTION

REF	CATEGORY	CURRENT POLICY DOCUMENT TITLE	NOTES	ATTACHED	Attach No.	ELECTRONIC VERSION FILENAME
1	BHSCT policy/guidelines on Equality & Diversity	Equality Diversity & Inclusion Policy (TP 003/08)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	1	<i>Equality Diversity and Inclusion Policy.pdf</i>
		Equality, Diversity and Inclusion: Observing and Celebrating Events Policy (BHSCT/PtCtCare (09)	(nothing to note)	Yes	2	<i>Equality, Diversity and Inclusion – Observing and Celebrating Events Policy.pdf</i>
2	BHSCT policy/guidelines on Autism management in Acute & Community Settings	<i>Belfast Trust does not hold a specific policy in this regard</i>				
3	BHSCT policy/guidelines on Record Keeping / Records Management – for all Healthcare settings	Transportation of Records Policy (BHSCT/PPI (08)	(nothing to note)	Yes	3	<i>Transportation of Records Policy.pdf</i>
		Records Management Policy (TP 13/08)	(nothing to note)	Yes	4	<i>Records Management Policy.pdf</i>
		Clinical Record Keeping (SG 25/08)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	5	<i>Clinical record keeping.pdf</i>
4	BHSCT policy/guidelines on Visiting Arrangements for	Visitors Policy (SG 73/08)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	6	<i>Visitors Policy.pdf</i>

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	all Healthcare settings	Visitors Policy for the RBHSC (SG 41/12)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	7	<i>Visitors policy for the RBHSC.pdf</i>
		Child Visiting Policy for the Acute Mental Health Inpatient Centre (BHSCT/ASPC/MH (6))	(nothing to note)	Yes	8	<i>Child Visiting policy for the Mental Health Inpatient Centre.pdf</i>
		Adult Mental Health Acute Inpatient Admission Centre Operational Policy (BHSCT/MHLD/MH (16))	(nothing to note)	Yes	9	<i>Adult Mental Health Acute Inpatient Admission Centre Operational policy.pdf</i>
5	BHSCT policy/guidelines on Respite and Supportive Living	<i>Belfast Trust does not hold a specific policy in this regard</i>				
6	BHSCT policy/guidelines on Respite for Neurology Services on Musgrave Park Hospital site	<i>Belfast Trust does not hold a specific policy in this regard</i>				
7	BHSCT policy/guidelines Gaining Consent to Treatment	Policy for the Use of Regimen Specific Consent Forms for Systemic Anti-Cancer Therapy (SACT) in adult patients in Oncology and Haematology (BHSCT/SSS/CSM (12))	(nothing to note)	Yes	10	<i>Regimen Specific Consent Forms for Systemic Anti-Cancer Therapy (SACT) in adult patients in Oncology and Haematology - Policy for the Use of.pdf</i>
		Policy For The Use of Consent Forms For Radiotherapy in Adults and Children in Oncology (BHSCT/SSS/CSM (12))	(nothing to note)	Yes	11	<i>Consent forms For Radiotherapy in Adults and Children in Oncology- Policy For the Use of.pdf</i>

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		Policy to be followed when obtaining consent for examination, treatment or care in adults and children (SG 27/13)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	12	<i>Consent - Obtaining consent for examination, treatment or care in adults and children.pdf</i>
8	BHSCT policy/guidelines on Infection Prevention and Control for all Healthcare settings	The Belfast Health & Social Care Trust uses the Public Health Agency (PHA) Northern Ireland Regional Infection Prevention & Control Manual and guidance from the UK Health Security Agency (UKHSA)	There are in excess of 45 additional Trust-specific policies relating to the broad topic of “Infection Prevention and Control for all Healthcare settings”. To review these documents would take over 18 hours when added to the time already required to review and respond to the 16 other queries. If the requestor is able to specify a particular area, service, patient group, organism or condition it may be possible to provide additional guidance	No		
9	BHSCT policy/guidelines on Safeguarding	The intimate care, examination and chaperoning policy (SG 13/08)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	13	<i>Intimate Care Examination – Chaperoning Policy.pdf</i>
		Protocol for the Recruitment and Employment of staff in Relation to Safeguarding Vulnerable Groups (TP 52/10)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	14	<i>Recruitment and Employment of staff in Relation to Safeguarding Vulnerable Groups - Protocol for the.pdf</i>
		Caring For And Safeguarding Children And Young People Who Attend Adult	(nothing to note)	Yes	15	<i>Safeguarding Children and Young People who Attend Adult Services For Admission,</i>

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		Services For Admission, Care Or Treatment (BHSCT/SHWH/Paeds (07))				<i>Care Or Treatment - Caring For and.pdf</i>
		Adult Safeguarding policy and procedure (SG 20/19)	(nothing to note)	Yes	16	<i>Adult Safeguarding policy and procedure.pdf</i>
10	BHSCT policy/guidelines on Raising & Escalating concerns	Your Right to Raise a Concern (Whistleblowing) Policy (TP 22/08)	(nothing to note)	Yes	17	<i>Whistleblowing Policy, Your Right to Raise a Concern.pdf</i>
		Policy and Procedure for the Management of Comments, Concerns, Complaints and Compliments (TP 45/10)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	18	<i>Comments, Concerns, Complaints and Compliments, Management of.pdf</i>
11	BHSCT policy/guidelines on Continence Assessment	Care Pathway for Adult Continence Patients	(nothing to note)	Yes	19	<i>Adult Continence Patients – CP for.pdf</i>
		Promotion of Continence Policy (Adults) (SG 22/11)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	42	<i>Continence Policy (Adults) - Promotion of.pdf</i>
12	BHSCT policy/guidelines on Catheter guidelines (inclusive of urethral, picc line, hicc line, central venous access devices) <b>NB: There is no such device as a</b>	Preparation and procedure for flushing a percutaneous central venous catheter (CVC/PICC) with intravenous 0.9% Sodium Chloride / 5% Glucose to facilitate the administration of intravenous medication to a baby in Neonatal Intensive Care (NICU) by nurses and midwives (SG 123/08)	(nothing to note)	Yes	20	<i>Flushing a CVC with Intravenous 0.9 percent Sodium Chloride to Facilitate The Administration of Intravenous Medication.pdf</i>
		Broviac Central Venous Catheter (CVC): Accessing and flushing for administration of medications or IV fluids, and heparin	Current applicable version – past intended date of review due to	Yes	21	<i>Broviac Central Venous Catheter (CVC) - Accessing and Flushing for Admin of</i>

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	<b><i>'hicc' line, the requestor may be referring to a Hickman Catheter – this is included in the relevant guidance</i></b>	or antibiotic locking by nurses and midwives (SG 115/08)	delays in either regional or internal review processes			<i>Medications or IV Fluids, and Heparin or Antibiotic Locking by Nurses and Midwives.pdf</i>
		Epidural Analgesia for Adult Patients (SG 31/15)	(nothing to note)	Yes	22	<i>Epidural Analgesia for Adult Patients.pdf</i>
		Policy to permit Infusional Services nursing staff to determine Peripheral Inserted Central Catheter tip position following chest x-ray (SG 35/15)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	23	<i>PICC Tip Position Following Chest X-ray - Policy to permit Infusional Services Nursing Staff to Determine.pdf</i>
		Management of arterial lines in adult patients (SG 44/20)	(nothing to note)	Yes	24	<i>Arterial lines in adult patients - Management of.pdf</i>
		Policy to enable Infusional Services nursing staff to consent patients prior to Peripheral Inserted Central Catheter (PICC) insertion (SG 34/15)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	25	<i>PICC insertion- Policy to enable Infusional Services Nursing Staff to Consent Patients Prior to.pdf</i>
		Care and Management of Haemodialysis Catheters (Tunnelled and Non-Tunnelled) (BHSCT/SSS/CSM (10))	(nothing to note)	Yes	26	<i>Haemodialysis Catheters (tunnelled and non-tunnelled) - Care and management of.pdf</i>
		Pressure Ulcers Prevention & Treatment Information for Patients/Carers	(nothing to note)	Yes	27	<i>Pressure Ulcers Prevention and Treatment Information for Patients and Carers.pdf</i>
		Healthcare Acquired Pressure Ulcers (HAPU): Protocol for carrying out a post pressure ulcer incident review (SG 13/19)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	28	<i>Healthcare Acquired Pressure Ulcers policy - Protocol for carrying out a post pressure ulcer incident review.pdf</i>
		Pressure Ulcer Prevention and Management in Adults and Children SG 17/09	(nothing to note)	Yes	29	<i>Pressure ulcer prevention and management in adults and children.pdf</i>

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		Adult Traumatic Cardiac Arrest - MIH & RVH Emergency Department (Adults) (SG 35/16)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	30	<i>Traumatic Cardiac Arrest - MIH &amp; RVH Emergency Department Adults.pdf</i>
		Policy and Procedures for Crash Call Communications in the BHSCT (SG 19/120)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	31	<i>Crash call communications - Policy and procedures for.pdf</i>
		DNACPR policy: Decisions relating to cardiopulmonary resuscitation in adults (SG 02/09)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	32	<i>DNACPR policy - Decisions relating to cardiopulmonary resuscitation in adults</i>
15	BHSCT policy/guidelines on Paying for Residential and Nursing Home Care	Regional Guidance and Procedures for the Reimbursement of Expenses for Service Users and Carers in the Department of Health and Health and Social Care Organisations (BHSCT/Gen (05) 2021)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	33	<i>Reimbursement of Expenses for Service Users and Carers in the DoH and HSC Organisations - Regional Guidance and Procedures.pdf</i>
		Operational Policy and Procedural Arrangements Relating to Direct Payments (SG 54/10)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	34	<i>Direct Payments - Operational Policy and Procedural Arrangements Relating to.pdf</i>
16	BHSCT policy/guidelines on Primary and Secondary Care Antimicrobial Guidelines <b>NB: BHSCT also uses an app – Eolas – which has</b>	Guidelines for empirical antibiotic prescribing in hospitalised children 0-14 years in BHSCT (SG 39/14)	(nothing to note)	Yes	35	<i>Empirical antibiotic prescribing in hospitalised children 0-14 years in BHSCT - Guidelines for.pdf</i>
		Antimicrobial prophylaxis in specific adult surgical procedures (BHSCT/PtCtCare (17) 2021)	(nothing to note)	Yes	43	<i>Antimicrobial prophylaxis in specific adult surgical procedures.pdf</i>
		Policy for Prescribing, Administration and Monitoring Of Once Daily Intravenous	(nothing to note)	Yes	36	<i>Tobramycin policy (for adult Cystic Fibrosis patients)</i>

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	<b><i>additional clinical guidance relating to antimicrobial therapies. It is not possible to provide copies of this guidance in PDF form or to make the App accessible outside the license for use by BHSCT staff</i></b>	Tobramycin for Adult Cystic Fibrosis Patients (BHSCT/PtCtCare (03) 2021)				<i>Prescribing, administration and monitoring of once daily intravenous.pdf</i>
		Paediatric Outpatient Parenteral Antimicrobial Therapy (P-OPAT) Patient Integrated Care Pathway	(nothing to note)	Yes	37	<i>Paediatric Outpatient Parenteral Antimicrobial Therapy Patient Integrated Care Pathway.pdf</i>
		Policy for Antimicrobial Prophylaxis before Urinary Catheterisation in Long-Term Catheterised Patients, in BHSCT Secondary Care Settings (SG 06/12)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	38	<i>Antimicrobial prophylaxis before urinary catheterisation in long term catheterised patients, in secondary care - Policy for.pdf</i>
		Northern Ireland Regional Guideline for the use of intravenous Vancomycin in adults Intermittent (pulsed) infusion (SG 21/19)	Current applicable version – past intended date of review due to delays in either regional or internal review processes	Yes	39	<i>Vancomycin in adults Intermittent (pulsed) infusion – NI regional guideline for the use of intravenous.pdf</i>
		Adult Outpatient Parenteral Antimicrobial Therapy (OPAT) policy (SG 47/20)	(nothing to note)	Yes	40	<i>Adult Outpatient Parenteral Antimicrobial Therapy (OPAT) Policy.pdf</i>
17	BHSCT policy/guidelines on Reasonable Adjustments	Disability Equality Regional Policy (BHSCT/HR/ (01) 2021)	(nothing to note)	Yes	41	<i>Disability Regional Policy.pdf</i>