

## **C24**

Proforma 2009-10

### **Healthcare Standards Steering Group**

Updated July 2010 by [Natasza Lentner](#), [Head of Resilience](#)

Core standard number and description: <b>C24</b> - 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.		
Lead contact: <a href="#">Natasza Lentner</a> , <a href="#">Head of Resilience</a> Executive Lead: Deputy Chief Executive		
Parent Committee: Resilience Group Chair: Michael Wilson Dates of meetings: Occurs the first Wednesday of every 2 months effective from 09:30 to 11:00.		
Interim sign-off by Steering Group: Director sign-off:		
<b>Element description</b>	<b>Evidence</b>	<b>Supporting document/s</b>
<u>Element one</u> The healthcare organisation protects the public by having a planned, prepared and, where possible, practised response to incidents and emergency situations (including control of communicable diseases), which includes arrangements for business continuity management, in accordance with the Civil Contingencies Act (2004), The NHS Emergency Planning Guidance 2005, and associated supplements (Department of	Minutes of meetings Exercise reports (Major Incident Live Exercise July 2009, report being produced) Attendance sheets from update sessions Training presentations Induction presentations Business Continuity management training Pandemic Flu preparations and planning Heatwave planning, minutes from meetings	

Health, 2005, 2007) and Pandemic Influenza: A National Framework for Responding to an Influenza Pandemic (Department of Health November 2007).		
<p><b>Element two</b> The healthcare organisation protects the public by working with key partner organisations, including through Local Resilience Forums, in the preparation of, training for and annual testing of emergency preparedness plans, in accordance with the <i>Civil Contingencies Act 2004, The NHS Emergency Planning Guidance 2005 and associated annexes</i> (Department of Health 2005, 2007) and <i>Pandemic Influenza: A National Framework for Responding to an Influenza Pandemic</i> (Department of Health November 2007).</p>	<p>Multi Agency meeting minutes</p> <ul style="list-style-type: none"> <li>• SRF meetings (exec meetings and special flu group meetings)</li> <li>• Event planning meetings</li> <li>• Multi agency Exercise Planning meetings</li> <li>• Sussex Health Responders meetings</li> <li>• PCT Pandemic Flu meetings</li> <li>• Multi faith forums</li> </ul> <p>Regular meetings and/or correspondence with other Health representatives from Acute trusts, PCTs, Community services and volunteer agencies (email evidence)</p>	
<b>Demonstration of improvements:</b>	<p>Improved attendances at meetings Pandemic Flu planning: enhanced co-operation from all Trust areas. Pandemic Flu Plan reviewed and updated. Now much more detailed and robust MERIT Assistant Emergency Planning on Secondment for 12month placement able to concentrate on enhancing the Pandemic Flu planning and response programme</p>	
<b>Challenges/ Risks:</b>	No Resilience Manager (Emergency Planning Officer) since June 24 <sup>th</sup> , Assistant EPO still in post on secondment	
<b>Action plan needed:</b> Yes / No		



