



Surrey and Sussex Healthcare  
NHS Trust

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### **Freedom of information request**

I am writing in response to your request for information which has been handled under the Freedom of Information Act 2000 (FOIA).

#### **Incidents and Discipline**

Have you had a reported incident regarding staff not following your safeguarding guidance in the last three years? **Yes**

If so, how many? **31**

How many legal actions have been taken against you due to staff not safeguarding following guidance? **None**

Has anyone been disciplined or fired due to staff not following safeguarding guidance in the last three years? – **None**

#### **Training**

How often do you undertake any education or training around safeguarding guidance?

Safeguarding adults and safeguarding children training is covered in our staff induction training, on commencement of employment. All staff must attend mandatory and statutory training which takes place regularly.

Safeguarding Adults - Level 1 – **Every 3 years – Non-clinical staff**

Safeguarding Adults (including MCA & DOLS) - Level 2. – **Annual – Clinical and medical staff**

Safeguarding Children - Level 1– **Every 3 years – Non clinical staff**

Safeguarding Children - Level 2 - **Annual – Clinical and medical staff**

Safeguarding Children - Level 3 – **Every 3 years – Clinical medical staff**

## **Updating and Dissemination**

How often are safeguarding guidance standards updated?

Safeguarding guidance standards are updated every three years and earlier if there are changes to national or local guidance.

Last update was for safeguarding adults 2017 due 2020 – 22 pages

Chaperone policy 2017 due 2020 – 24 pages

Being open and transparent 2016 due 2019 – 43 pages

Consent policy 2018 due 2021 – 47 pages

FGM policy 2017 due 2020 – 25 pages

Intimate Care policy due for review – 19 pages

Use of hand control mittens in adult patients - due to review – 22 pages

Safer holding currently in process of being reviewed was due November 2018 – 24 pages

Management of allegations policy currently in process of being written and updated – 26 pages

Domestic abuse policy in process of being written

When was the last complete review of your safeguarding guidance? Recently reviewed in 2017

## **Storage and accessibility**

In what format and programme do you hold your safeguarding guidance? As PDF on our internal website

In what format and programme do staff access this guidance? As PDF on our internal website

Can you access safeguarding guidance on mobile devices? Yes staff can access on mobile devices

If so, can this guidance be accessed while offline? Yes our internal website can be accessed by staff offline

## **Audit and Review**

Can your workforce audit their compliance to central standards regarding safeguarding guidelines and so identify any shortfalls? Yes and any shortfalls are actioned immediately

Do you have the capability to audit delivery standards against current safeguarding guidance? Yes, we regularly have to submit training figures for assurance to CCG and safeguarding Boards to ensure standards are being maintained.

## **Quantitative measures**

How many pages of safeguarding guidance does your organisation have? See policies above