

# Medical Device/Equipment ALERT



**NORTHERN  
IRELAND  
ADVERSE  
INCIDENT  
CENTRE**

**For:**

IMMEDIATE ACTION	
<b>ACTION</b>	✓
UPDATE	
INFORMATION REQUEST	

	Section
<b>Medical Device/Equipment:</b> Pneumatic Tube Transfer Stations	▶ ①
<b>Problem:</b> Risk of hand entrapment	▶ ②
<b>Action by:</b> Health and Safety Managers Risk Managers Estates Managers	▶ ③
<b>Action:</b> <ul style="list-style-type: none"> <li>All users should be trained and authorised in the operation of the system.</li> <li>All systems should be operated in accordance with the manufacturers instructions with specific focus upon safety instructions regarding keeping the operator's hands clear of the tube openings and keeping the station doors closed at all times.</li> <li>Consider attaching a suitable warning sign to the front of the station illustrating any potential hand entrapment hazard.</li> </ul>	▶ ④
<b>Distributed by NIAIC to:</b> Chief Executive of each HSS Board Chief Executive of each HSS Trust Chief Executive of each Agency NIAIC Liaison Officers <b>For onward distribution see Section 5</b>	▶ ⑤
<b>Contacts</b> NIAIC contact details	▶ ⑥
<b>Feedback Requirements to NIAIC</b> No feedback necessary	▶ ⑦

## 1. DEVICE/EQUIPMENT:

Pneumatic tube transfer systems are installed in many HSS Trusts to transport samples and other items between wards/pharmacy/laboratories etc.

## 2. PROBLEM:

NIAIC has received a report where a user of a pneumatic tube transfer system suffered finger entrapment in an opening of a transfer station.

## 3. ACTION BY:

Health and Safety Managers, Risk Managers and Estates Managers

## 4. ACTION:

- All users should be trained and authorised in the operation of the system.
- All systems should be operated in accordance with the manufacturer's instructions with specific focus upon safety instructions regarding keeping the operator's hands clear of the tube openings and keeping station doors closed at all times.
- Health and Safety Managers are advised to undertake a risk assessment of their transfer systems and consider the need to apply a suitable warning sign to the front of the station illustrating any potential hand entrapment hazard. Many manufacturers provide suitable warning signs in their operating instructions.

## 5. ONWARD DISTRIBUTION TO:

Please bring this notice to the attention of all who need to know or be aware of it. This will include distribution to:

- Risk Managers
- Health & Safety Officers/Advisors
- Estates Managers
- Private Clinics
- Laboratory Managers

## 6. CONTACTS:

Enquires to NIAIC should quote reference number MDEA(NI)2003/06 and be addressed to: Northern Ireland Adverse Incident Centre (NIAIC), Health Estates, Estate Policy Directorate Stoney Road, Dundonald, Belfast BT16 1US, Marked for the attention of Mr Brian Godfrey  
Tel: 028 9052 3704, Fax: 028 9052 3900, Email: NIAIC@dhsspsni.gov.uk

## 7. FEEDBACK:

No feedback necessary



Brian Godfrey  
NIAIC Manager

### HOW TO REPORT ADVERSE INCIDENTS

Adverse Incidents relating to medical devices, non-medical equipment, plant and buildings should be reported to NIAIC as soon as possible. Advice on how to report is given in Safety Notice SN (NI) 2003/01. If you are in doubt about how to report incidents, please speak to your liaison officer or contact NIAIC using the telephone number provided. Adverse Incident reporting forms and an on-line reporting facility are available on the NIAIC website at [www.dhsspsni.gov.uk/niaic](http://www.dhsspsni.gov.uk/niaic)

*Heath Estates is an Executive Agency of the Department of Health, Social Services and Public Safety*