ANNEX 1

REPORT ON BREACH OF PATIENT WAITING IN EXCESS OF 12 HOURS

1. Organisation:

Incident Identifier/A&E No.

2. Date and brief summary of incident:

(i) Where a breach of the 12 hour standard has occurred, but the patient has now been placed in a ward:

- indicate the total length of time the patient was in A&E: _____ hours
- was patient placed in a ward clinically appropriate for their condition? (Y/N)
- if 'No', indicate what type of ward the patient was placed in: _____
- was Trust policy for managing escalating pressures implemented? (Y/N)

(ii) Where a breach of the 12 hour standard has occurred and the patient has not yet been placed in a ward:

- describe the current situation

9. I confirm that the designated senior manager and/or Chief Executive has/have been advised of this breach and is/are content that it should be reported to the Department. (*delete as appropriate*)
Report submitted by:
(name and contact details of reporting officer)

Date:

Completed proforma should be sent, by email, to:
adverse.incidents@dhsspsni.gov.uk
If e-mail cannot be used, fax to (028) 9052 3206