



Wrightington, Wigan and Leigh Teaching Hospitals

NHS Foundation Trust

Information Governance Department

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Wigan

WN1 1XX

Email: foi@wwl.nhs.uk

Web: www.wwl.nhs.uk

Ref: FOI/2023/8870

Date Received: 3rd May 2023

Response Due: 2nd June 2023

Date: 23rd May 2023

Dear Sir/Madam

You asked:

I am writing to you under the Freedom of Information Act 2000 to request the following information from your esteemed organization (hospital or any healthcare service).

Since you have been ranked by CQC (Care Quality Commission) with an overall rating of “Good”, please may you provide me with the below documents?

1- Your organization’s current risk management policy (or nearest equivalent, e.g., risk evaluation, risk reduction, risk assessment Policy, etc.)

Risk Management Framework and Policy attached.

2- The organization’s current risk management procedures (or nearest equivalent, e.g., risk assessment procedures, risk evaluation procedures, risk control, etc.).

Risk Management Process attached.

3- Risk Evaluation and Risk Control Guidance provided to employees (or any other related guidance that exists)

Risk Guide attached.

4- Any procedure or guidance or related document existing about how to decide if a risk needs to be reduced or not.

Risk scoring matrix attached.

- 5- Any procedure or guidance or related document existing about how to evaluate if your organization is obliged by the regulations to reduce the identified risk to a lower level or not. In this case, if you use a specific tool like “cost-benefit analysis” or any other tools, it would be truly appreciated to provide those documents as well.**

The Trust have no current document for this.

- 6- Any procedure, guidance, formula, guideline, instruction, direction, prescription, method, or process through which your organization decides if your organization is going to implement a measure to reduce risk, or, you will not implement more risk reduction measures; and in case of not implementing more risk reduction measure, how you justify that risks are reduced to a level As Low as Reasonably Practicable”.**

Risk appetite matrix attached.

Please note that this request pertains mainly to general risk management policies and procedures for “protecting patient safety”. Please note that documents focused solely on employee safety or on specific risks (e.g., specialized documents related to patient falls, night-time/out-of-hours operation, etc.) are not required unless your organization does not have general risk management policies and procedures for “protecting patient safety”.

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 40 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Paul Howard
Director of Corporate Affairs

PLEASE NOTE:

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire, SK9 5AF

Helpline number: 0303 123 111