



SIGN UP PACK

Welcome to Sign up to Safety

Harnessing the commitment of staff across the NHS in England to make care safer.

Our vision is for the whole NHS to become the safest healthcare system in the world, aiming to deliver harm free care for every patient every time. This means taking all the activities and programmes that each of our organisations undertake and aligning them with this single common purpose.

Sign up to Safety has an ambition of halving avoidable harm in the NHS over the next three years and saving 6,000 lives as a result.

As Chief Executive or leader of your organisation, we invite you sign up to the campaign by setting out what your organisation will do to deliver safer care:

- Describe the actions your organisation will undertake in response to the five Sign up to Safety pledges (see page 3 to 5) and agree to publish this on your organisation’s website for staff, patients and the public to see. You may like to share and get feedback your pledges before you publish – we will be happy to provide this.
- If you are an acute, ambulance, community, or mental health organisation providing care for patients, commit to turn your proposed actions into a **Safety Improvement Plan** which will show how your organisation intends to save lives and reduce harm for patients over the next 3 years. Again, feedback will be available, if you wish to access it, to assist in the description of these plans.
- Within your Safety Improvement Plan you will be asked to identify the patient safety improvement areas you will focus on.

To officially sign up your organisation to the campaign, please complete the following sign up form and return via email to signuptosafety@nhs.uk.



SIGN UP FORM

Organisation name:

Dr Uddin, Dr Anwar & Dr Munawar (P82626), Halliwell Surgery, Lindfield Drive, Bolton, BL1 3RG

In signing up, we commit to strengthening our patient safety by:

- Describing the actions (on the following pages) we will undertake in response to the five campaign pledges
- Committing to turn these actions into a Safety Improvement Plan which will show how our organisation intends to save lives and reduce harm for patients over the next three years (acute, ambulance, community, mental health providers only)
- Identify the patient safety improvement areas we will focus on
- Engage our local community, patients and staff to ensure that the focus of our work reflects what is important to our community
- Make public our commitments and plans.

Chief Executive or organisation leadership sponsor:

Dr S. Uddin (Lead GP Partner)

29 December 2017

Name	Signature	Date
------	-----------	------

Please tell who will be the key contact in your organisation for Sign up to Safety:

Title:	Mrs	First name:	Aimee	Last name:	Hilton
Email:	aimee.hilton1@nhs.net			Job title:	Practice Manager



The five Sign up to Safety pledges

1. Putting safety first. Commit to reduce avoidable harm in the NHS by half and make public our locally developed goals and plans

- We are signed up to the Bolton Clinical Commissioning (CCG) Bolton Quality Contract and we work with our primary care colleagues and the CCG to improve patient safety. One of the standards within the contract is Patient Safety and this standard aims to support us to create a safe, effective, caring, responsive and well led practice.

2. Continually learning. Make our organisation more resilient to risks, by acting on the feedback from patients and staff and by constantly measuring and monitoring how safe our services are

- We will continue to report any significant events or incidents to the Bolton CCG so that they can investigate any incidents, understand learning from incidents and also detect themes and trends in relation to their commissioned services and primary care.
- We will hold quarterly significant event meetings in the practice to discuss any events and how we can learn from these (What went well? What could be done better?)
- We will attend the annual Bolton CCG Patient Safety Event to share incidents and learnings with our primary care colleagues.

3. Being honest. Be transparent with people about our progress to tackle patient safety issues and support staff to be candid with patients and their families if something goes wrong

- We will follow our practice procedures and policies about being open and duty of candour.
- We follow an open and honest approach with our patients (and their carers, where necessary), in order to provide the best patient care.

4. Collaborating. Take a lead role in supporting local collaborative learning, so that improvements are made across all of the local services that patients use

- We will attend the annual Bolton CCG Patient Safety event to share our learnings with other practices and organisations.
- We will continue to report any incidents via the Bolton CCG Incident Reporting Tool to share our learnings to the CCG, other practices and other commissioned providers.
- We will include clinical and administrative/reception members of staff in our quarterly significant event meetings to share learnings across a spectrum of staff with different experiences and knowledge.
- We will attend the GP Clinical Lead Meetings held monthly and share the discussions in our practice team.
- We will attend the Practice Managers Discussion Forum held monthly and share the discussions in our practice team.

Sign up to SAFETY

5. Being supportive. Help our people understand why things go wrong and how to put them right. Give them the time and support to improve and celebrate progress

- We will continue to support all our staff with time to train and learn; time to cope with things that go wrong and time to talk and praise when things go well.
- We will support our teams at all times to support them in their daily work.
- We will listen to their concerns.