

TRauma Issues Database (TRID)

Reporting Form v2: mac

**Please use this form to notify the Network of an adverse event as soon as possible**

**Email to sarah.vickers3@nhs.net**

**Part 1 – Notification**

|  |  |
| --- | --- |
| Datix reference number |       |
| Other Trust reference number |       |
| Reporting clinician |       |
| Organisation name |       |
| Date of notification |       |

**Part 2 – Patient Details**

|  |  |
| --- | --- |
| Patient name |       |
| Date of Birth |       |
| NHS Number |       |

**Part 3 – Case Details**

|  |  |
| --- | --- |
| Date the issue occurred?  |       |
| Time the issue occurred? |       |
| Trust / organisation the issue is about? |  |
| *Other, if not on above list* |       |
| Issue location |  |
| *Other, if not on above list* |       |
| Issue Type |  |
| *Other, if not on above list* |       |
| Issue Team |  |
| *Other, if not on above list* |       |
| Issue Description? – please provide as much detail as possible inc time-lines |       |
| What actions have been taken to date? |       |
| What actions are outstanding? |       |

**Part 4 –– Risk Scoring**

**Instructions for use**

1. Use table 1 to determine the likelihood score for the potential adverse outcome relevant to the risk being evaluated.

2 Use table 2 to determine the likelihood score for those adverse outcomes.

|  |  |
| --- | --- |
| Likelihood score |  |
| Consequence score |  |

Table 1:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Likelihood score**  | **1**  | **2**  | **3**  | **4**  | **5**  |
| **Descriptor**  | **Rare**  | **Unlikely**  | **Possible**  | **Likely**  | **Almost certain**  |
| **Frequency** How often might it/does it happen | This will probably never happen/recur | Do not expect it to happen/recur but it is possible it may do so | Might happen or recur occasionally | Will probably happen/recur but it is not a persisting issue | Will undoubtedly happen/recur,possibly frequently |

Table 2:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Consequence Score** | **Rare**  | **Unlikely**  | **Possible**  | **Likely**  | **Almost certain**  |
| **5 Catastrophic**  | 5  | 10  | 15  | 20  | 25  |
| **4 Major**  | 4  | 8  | 12  | 16  | 20  |
| **3 Moderate**  | 3  | 6  | 9  | 12  | 15  |
| **2 Minor**  | 2  | 4  | 6  | 8  | 10  |
| **1 Negligible**  | 1  | 2  | 3  | 4  | 5  |

|  |  |  |  |
| --- | --- | --- | --- |
| 1 – 3 Low risk | 4 – 6 Moderate risk | 8 – 12 High risk  | 15 – 25 Extreme |

|  |  |
| --- | --- |
| **Guidance Information Only** | **Consequence score (severity levels) and examples of descriptors**  |
|  | **1**  | **2**  | **3**  | **4**  | **5**  |
| **Domains**  | **Negligible**  | **Minor**  | **Moderate**  | **Major**  | **Catastrophic**  |
| **Impact on the safety of patients, staff or public (physical/psychological harm)**  | Minimal injury requiring no/minimal intervention or treatment. No time off work | Minor injury or illness, requiring minor intervention Requiring time off work for >3 days Increase in length of hospital stay by 1-3 days  | Moderate injury requiring professional intervention Requiring time off work for 4-14 days Increase in length of hospital stay by 4-15 days RIDDOR/agency reportable incident An event which impacts on a small number of patients | Major injury leading to long-term incapacity/disability Requiring time off work for >14 days Increase in length of hospital stay by >15 days Mismanagement of patient care with long-term effects  | Incident leading to death Multiple permanent injuries or irreversible health effects An event which impacts on a large number of patients  |
| **Quality/complaints/audit**  | Peripheral element of treatment or service suboptimal Informal complaint/inquiry  | Overall treatment or service suboptimal Formal complaint (stage 1) Local resolution Single failure to meet internal standards Minor implications for patient safety if unresolved Reduced performance rating if unresolved  | Treatment or service has significantly reduced effectiveness Formal complaint (stage 2) complaint Local resolution (with potential to go to independent review) Repeated failure to meet internal standards Major patient safety implications if findings are not acted on  | Non-compliance with national standards with significant risk to patients if unresolved Multiple complaints/ independent review Low performance rating Critical report  | Totally unacceptable level or quality of treatment/service Gross failure of patient safety if findings not acted on Inquest/ombudsman inquiry Gross failure to meet national standards  |