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Version control and record of amendments

Date	Amendment	Lead
3.1.19	Layout of information	S.Graham

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Trauma Related Issues Database (TRID)
Reporting Framework - Revised January 2019

Introduction

The Trauma Related Issues Database (TRID) is part of the governance process embedded within the Midlands Trauma Operational Delivery Networks. TRID is the term used to describe trauma related risks, issues, incidents, preventable deaths and Its purpose is to ensure accurate and timely investigation about issues reported to the Midlands Operational Delivery Network office from any organisation within the region, these include Major Trauma Centres, Trauma Units, Local Emergency Hospitals, Ambulance Service Providers, Spinal Centres, Rehabilitation Hospitals.

Hospital Trusts will be responsible for their own clinical governance through regular mortality and morbidity meetings which will generate action plans for improvement however, we recognise that there are some issues that will require peer support and investigation by the network. The TRID process allows the network to examine issues through this formal process.

TRID Investigation Process

Stage 1: Organisations will submit TRID's to the Network Office as early as possible **via secure email** using the TRID report form (appendix 1) or via the datix style form found on our website ***www.mcctn.org.uk/trid.html***

Stage 2: The Network office will enter the details of the issue into the purpose-built access database and record how the TRID will be investigated.

Stage 3: Investigation has a number of routes, firstly:
- Internal only, communication between one organisation to another. Most TRIDs can be dealt with in this manner and closed off quickly. If, however, the issue cannot be resolved or the support of peers within the network is required the issue will be discussed at the
- Network Board meetings that can involve In-depth case study presentations, identification of themes/learning points/service improvement and identification of actions and outcomes.
- Should there be no resolution here, the issue will be escalated to the Performance & Quality Board (PaQ). This involves an analysis of the issues and the investigation to date and sets out the plan or desired outcome. The PaQ Board also discuss any high risk, severe or regularly occurring TRID's and where necessary will develop plans for issues that would require escalating to commissioners. The Board will decide on the agreed course of action(s) and will receive progress reports until it is deemed agreeable that the TRID can be closed.
- TRID's can also be discussed at internal Trust governance/M&M meetings.

Timescales

Timely investigation is imperative. Those involved in any investigation are required to:
a. Respond within 14 days of initial notification of the TRID.
b. Investigate the TRID within 8 weeks of receiving the notification and when unable to meet the deadline, notify the Network office.

TRID Database

Reminders are sent to anyone who has outstanding actions which are recorded on the database including any feedback and outcomes. This will continue until everyone involved is in agreement that the TRID can be closed. The closure date is recorded and the details of the TRID are sent via a closing letter to all involved in the investigation.

The entries on the database are retained for reporting purposes but are also used for identifying particular patterns or themes across organisations or the regions that make up the network.
No patient identifiable information is kept on the database.

Appendix 1   Trauma Related Issues Database (TRID)

Reporting Form V5

Please use this form to notify the Network of an adverse event as soon as possible
via secure email to stephen.littleson@nhs.net using the TRID report form or
complete online at **_www.mcctn.org.uk/trid.html_**

Part 1 - Notification

Datix or Other Trust Reference Number: Reporting Clinician: Reporting Organisation: Date of notification:

Part 2 – Patient Details – Only used when sending via secure email above. This information will not be entered onto the TRID database.

Patient name	
Date of Birth	
NHS Number	

Part 3 – Pre-hospital Details

If the issue is pre-hospital related please provide the **case number** found on the top of the Patient Report Form (PRF) - not the PRF number. This will speed up the investigation process.	

Part 4 – Case Details

	Issue 1	Issue 2	Issue 3
Date the issue occurred?			
Time the issue occurred?			
Trust / organisation the issue is about?	Choose an item.	Choose an item.	Choose an item.
Other, if not on above list			
Issue location	Choose an item.	Choose an item.	Choose an item.
Other, if not on above list			
Issue Type	Choose an item.	Choose an item.	Choose an item.
Other, if not on above list			
Issue Team	Choose an item.	Choose an item.	Choose an item.
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?			
Please indicate if you wish to discuss this case at your Network Board Meeting or escalate to the Performance & Quality Group	*Internal (Trust v Trust only) *Network Board Meeting *PaQ Group *Delete appropriately*	* Internal (Trust v Trust only) *Network Board Meeting *PaQ Group *Delete appropriately*	*Internal (Trust v Trust only) *Network Board Meeting *PaQ Group *Delete appropriately*