

WELSH HEALTH CIRCULAR



Llywodraeth Cymru
Welsh Government

Issue Date: 12 May 2023

STATUS: ACTION

CATEGORY: QUALITY & SAFETY

Title: NHS Wales Executive National Policy on Patient Safety Incident Reporting and Management

Date of Expiry / Review 31 March 2024

For Action by:

Local health boards and NHS trusts, special health authorities, primary care providers.

Action required by: 12 May 2023

Sender:

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Enclosure(s): None



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Nurse Director NHS Wales

12 May 2023

Dear Colleagues

We would like to draw your attention to the new national policy on patient safety incident reporting and management.

This has been developed by the former NHS Wales Delivery Unit (now part of the NHS Wales Executive) through a series of consultation workshops held in late 2022 and fulfils action 4 of the [Quality and Safety Framework: learning and improving](#).

As a result of feedback provided during consultation the new policy merges Welsh Government policy and Delivery Unit implementation guidance. It replaces the interim Welsh Government Patient Safety Incidents policy of May 2021 and the Delivery Unit implementation guidance of June 2021. The policy sets out several key changes, for example the establishment of a system to thematically analyse incident data has been superseded by plans to undertake thematic analysis at a national level using the Once for Wales Concerns Management System.

Incident reporting and shared learning go hand in hand to help improve the quality and safety of patient care, one of the aspirations of *A Healthier Wales*. This updated policy empowers organisations to take ownership and accountability for incident reporting and management and sets out clear expectations for patient safety incident reporting across NHS Wales.

We expect NHS organisations to ratify this revised national policy through their internal governance processes during Q1 2023/24. The updated policy and supporting documents can be accessed through at the following link and should be used with immediate effect.

[Performance and Assurance - NHS Wales Executive](#)



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The Nationally Reportable Incident (NRI) forms will be updated to help improve the quality of information received by the NHS Wales Executive and support more thematic analysis of investigation outcomes.

We extend our thanks to all key stakeholders and NHS Wales Executive colleagues involved in the development of the policy and supporting documents.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Chris Jones".

YR ATHRO/PROFESSOR CHRIS JONES

Yours sincerely,

A handwritten signature in black ink, appearing to read "J. Rankin".

**CHIEF NURSING OFFICER
NURSE DIRECTOR NHS WALES**

**PRIF SWYDDOG NYRSIO
CYFARWYDDWR NYRSIO GIG CYMRU**