

Request under Freedom of Information Act 2000

Thank you for your request for information which we received on 01 September 2022.

I am pleased to confirm the following.

Any record that switchboard operators have received training in the emergency response plan(s) with regard to emergency communications.

Yes- note that the Trust as category one responder under the Civil Contingency Act and NHS EPRR Framework 2022 has a responsibility to carry out communication cascade exercise every 6 months.

2. The date(s) of the most recent test(s) of switchboard with regard to emergency communications.

30.08.22

3. Any record of the existence of a current directory of contact information of external stakeholders and emergency support services available to any Incident Coordination Centre staff, switchboard operators and other key hospital staff in an emergency.

Yes

4. Any record of when the directory was most recently updated.

30.08.22

5. Any record of the existence of current procedure(s) for communicating with the public and media in case of an emergency or disaster

Yes

6. Any record of whether spokespersons have received specific media training.

Yes

7. The date(s) of the most recent exercise(s) to test the above procedure(s).

19.07.22 - National heatwave level 4

8. Any record of the existence of procedures to ensure continuity of medical record-keeping, timely access to patient data, secure storage of confidential information and back up procedures in the event of an emergency.

Yes

9. Any record of whether personnel have received training in such procedures.

Yes

10. Any record of whether resources are in place for implementation of such procedures.

Yes

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If you need any further assistance, please do not hesitate to contact us at the address above.

Yours sincerely,

Freedom of Information Co-ordinator
For and on behalf of Milton Keynes Hospital NHS Foundation Trust

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