

Memo

Blood Donation

To: SDSMs, ADSMs, ALNs for cascade to all collection staff

cc: BD Committee Members, Phil Tanner, BD SMT.

From: Jane Pearson
Bev Easton

Date: 30/03/09

Ref: Q:memo\CIP

Re: The Use of Chairs in the Pod on Blood Donation Sessions

Following the inspection of the use of seating within the pod on blood donation sessions by the Health and Safety Executive. We have now received their formal report and have had an opportunity to consider its contents. The following information must be cascaded to your teams as quickly as possible.

With immediate effect, all staff are entitled to the use of a chair irrespective of medical need and without the requirement to refer them to occupational health. Staff may of course continue to require referral to occupational health for a variety of reasons and this should continue as per policy.

We continue to trial ergonomic chairs in partnership and will inform you of the outcome of these trials as soon as we can. In the meantime staff may use chairs provided by NHSBT and the blood donation session venue.

When discussing this with your teams please remind your supervisors that the expectation for frequent rotation of tasks is still required and expected.

Staff must ensure that the chair does not become either a trip hazard whilst in use by them or an impediment to the delivery of effective care to donors. When the chair is not in use it should be stored safely away from the pod or handed over to another member of staff if they leave the inside of the pod area.

We would encourage you to have discussions with your teams about the most suitable position for chairs to be used in the pod, for example they can be used between beds.

The disciplines of the new operating system and all standard operating procedures now in place must continue to be adhered to. If you have any questions please refer to your line manager in the first instance.

Jane Pearson – Assistant Director of Nursing

Bev Easton - Unison