
DIRECTIONS

NATIONAL HEALTH SERVICE, ENGLAND

The NHS Digital (Establishment of Information Systems for NHS Services: Clinical Waste Management) Directions 2018

The National Health Service Commissioning Board (known as NHS England) gives the following Directions to the Health and Social Care Information Centre¹, now known as and hereafter referred to as NHS Digital, in exercise of the powers conferred by section 254(1) and (6) and section 304 (9), (10) and (12) of the Health and Social Care Act 2012²

In accordance with section 254(5) of the Health and Social Care Act 2012, the NHS England has consulted NHS Digital before giving these Directions.

Citation, commencement and interpretation

1.—(1) These Directions may be cited as NHS Digital (Clinical Waste Management) Directions 2018 and come into force on 28th November 2018

(2) In these Directions—

“**the 2012 Act**” means the Health and Social Care Act 2012;

“**Specification**” means the Clinical Waste Management Information System Specification version 1 approved on **22nd October 2018**, and annexed to these Directions at Annex A or any subsequent amended version of the same document approved by NHS England which supersedes any previous version.

Establishing and Operating Information systems for “Clinical Waste Management”

2.—(1) In accordance with sections 254(1) and 254(6) of the 2012 Act, NHS England directs NHS Digital to establish and operate such systems for the collection or analysis of information

¹ The Health and Social Care Information Centre, now known as NHS Digital, is a body corporate established under section 252(1) of the Health and Social Care Act 2012

² 2012 c.7

described in sub-paragraph (2) from Relevant Organisations, such system to be known as the “Clinical Waste Management” information system.

(2) The information referred to in sub-paragraph (1) is set out in the Specification.

(3) NHS England directs NHS Digital to carry out the activities described in sub-paragraph (1) in accordance with the Specification at Annex A and generally in such a way as to enable and facilitate the purposes that are described in the Specification.

S254(3) - Requirement for these Directions

4.—In accordance with section 254(3) of the 2012 Act, NHS England confirms that it is necessary or expedient for it to have the information which will be obtained through the NHS Digital complying with these Directions in relation to NHS England’s functions in connection with the provision of NHS Services.

Fees and Accounts

5. — Pursuant to section 254(7) of the 2012 Act, NHS Digital is entitled to charge a reasonable fee in respect of the cost of NHS Digital complying with these Directions.

6.— NHS Digital must keep proper accounts, and proper records in relation to the accounts, in connection with the Clinical Waste Management Information System.

Review of these Directions

7. — These Directions will be reviewed when the Specification is amended. This review will include consultation with NHS Digital as required by section 254(5) of the 2012 Act.

Signed by authority of NHS England



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Prof S Powis
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22nd October 2018

Annex A Specification

Clinical waste management contingency arrangements data collection

Purpose

The Environment Agency (EA) has advised NHS Improvement (NHSI) of significant compliance issues against Company 1 relating to waste management. Company 1 run permitted waste management facilities servicing large NHS waste management contracts across all sectors including acute and primary care. They remove waste from NHS sites and either treat at their own facility or arrange off site incineration of waste products via third parties. The collapse of Company 1 would significantly impact the management of waste within both hospital and primary care services across the NHS (including the NHS England contract for waste management in primary care). The collection is required to monitor contingency arrangements and ensure patient safety and maintenance of essential services

Collection timetable

Data will be collected from relevant NHS Trusts daily (7 days a week). The deadline for submission will be 10:00.

Data items and definitions

The following data items will be collected:

- Type of organisation
Select organisation type from dropdown list with options of Primary Care, Ambulance Service , Community, Local Emergency Hospital, Mental Health, Major Trauma Centre, Major Trauma Unit, Treatment Centre, Other

Contingency data items

- Compactors
 - Total number of compactors required to support waste management
This should be a whole number
 - Number currently in place
This should be a whole number
 - Date in place since
This should be a date in the past
 - Anticipated delivery date of any outstanding [compactors, containers etc]
This should be a date in the future

- Type of compactor container

Free text response

- Containers

- Total number of containers required to support waste management

This should be a whole number

- Number of days contingency this will provide

This should be a whole number

- Number currently in place

This should be a whole number

- Date in place since

This should be a date in the past

- Anticipated delivery date of any outstanding containers

This should be a date in the future

- Trailers

- Total number of trailers required to support waste management

This should be a whole number

- Number currently in place

This should be a whole number

- Date in place since

This should be a date in the past

- Anticipated delivery date of any outstanding trailers

This should be a date in the future

- Bins

- Total number of bins required to support waste management

This should be a whole number

- Number currently in place

This should be a whole number

- Date in place since

This should be a date in the past

- Anticipated delivery date of any outstanding bins

This should be a date in the future

Note that where there are, multiple bins compactors/containers/trailers/bins across the trust, please use the latest “date in place since” and the latest “Anticipated delivery date...” when completing those questions

- Storage areas

- Are other areas of your site being used for storage of waste?

Select Yes or No

- Please indicate which

Free text response

- How is waste being handled in these areas e.g. double bagging

Free text response

- If held within clinical areas has this been assessed by the relevant personnel, including Infection Prevention and Control?

Select Yes or No

- Security

- Is your organisation confident that adequate security measures are in place to protect waste storage areas and any associated parts of your contingency plans?

Select Yes or No

- Have measures been taken to ensure 'acceptable visibility shielding' of your storage location?

Select Yes or No

- Risk

- Have you been unable to source any items of equipment required as part of your contingency plan?

Select Yes or No

- Please provide details

Free text response

- Please detail any other contingency arrangements your organisation has put in place not previously outlined

- Have you identified any risks you cannot mitigate using your current contingency plan?

Select Yes or No

- Please detail any unmitigated risks

Free text response

- Company 1 other services

- Does your organisation receive any other services from Company 1?

Select Yes or No

If Yes, then complete the following:

- Sanitary waste collection

Select Yes or No

- Radioactive waste collection

Select Yes or No

- Needle exchange

Select Yes or No

- Domestic waste collection

Select Yes or No

- Other (specify below)

Select Yes or No

- If YES for Other, please specify

Free text response

- Other
 - Do any of your sites receive clinical waste brought onto the site by community based or offsite staff?

Select Yes or No

Sitrep data items

1. Is your organisation experiencing operational issues as a result of clinical waste disposal problems?

For each of the following, select Yes or No (Mandatory fields) and, if YES, give details in the relevant free text box.

- Clinical safety (STEIS reportable)
- Emergency Care Pathway
- Urgent Care Pathway
- Elective Care Pathway
- Community Services
- Staff
- Premises
- Security
- Availability of waste consumables
- Other

2. Are you able to maintain business critical activities for the following periods:

For each of the following, select Yes or No (Mandatory fields) and, if No, give details in the free text box.

- 72 hours
- 1 week
- 2 weeks
- 1 month

3. Does your business continuity plan cover supplier failure?

Select Yes or No

4. Do you have facilities for clinical waste storage?

- a. Onsite

Select Yes or No (Mandatory field)

If YES please specify types and capacity – free text field for each of the following:

- Bin
- Container
- Trailer
- Other (specify)

b. Offsite

Select Yes or No (Mandatory field)

If YES please specify types and capacity – free text field for each of the following:

- Bin
- Container
- Trailer
- Other (specify)

4A. Is your organisation using contingency arrangements for the storage of clinical waste?

Select Yes or No (Mandatory field)

5. Are you planning to reduce elective activity/other services as a result of the clinical waste issue?

Select Yes or No (Mandatory field)

If YES please specify impact on waiting lists and complete the following tables.

Please complete the tables showing numbers of cancelled elective procedures and outpatient appointments split by category. Note that “Date 0” is the current day – ie the day the sitrep is being completed and submitted.

6. Have you had any problems with scheduled waste collections

Select Yes or No (Mandatory field)

If Yes please specify – free text field for each of the following:

- Missed collection
- Variation in amount collected
- Other

Note that organisations who have moved contracts to Mitie should report against the new schedule for collections, not the previous Company 1 schedule. Organisations still using company 1 should report against their current collection arrangements.

6A. What are your current arrangements for collections?

Select one of: Company 1/Transitional Arrangements/New Arrangements

6B. For each of the following areas:

- Clinical AT
- Offensive
- Incinerator
- Anatomical
- Chemical
- Other (specify below)

Please specify the following:

- Last

State the last collection date – this should be a date in the past

- Next scheduled

State the next scheduled collection date – this should be a date in the future

- Contingency Storage available (days)

State the number of days of contingency storage available – this should be a number

6C. Bin information

For each of the following types of bin:

- Wheelie Bin 240 Litre
- Wheelie Bin 360 Litre
- Wheelie Bin 660 Litre
- Wheelie Bin 770 Litre
- Wheelie Bin 1100 Litre
- Tote Box
- Other

Please state the following

- Total number of bins required for normal operations
- Total number of bins currently available on site
- Total number of bins currently in transit
- Of the total number of bins currently available on site and in transit:
 - Number owned by Company 1?
 - Number owned by another company?
 - Number owned by your organisation?

Responses should be whole numbers split between towable and non-towable bins.

- Please indicate number of any non-UN bins held on site

Responses should be whole numbers

Note that all cells in this section have been pre-populated with zeros, and only need to be changed if you wish to make a non-zero entry in any cell.

7. Please provide the details of the contact for further information

- Name (Mandatory field)
- Role (Mandatory field)
- Email (Mandatory field)
- Telephone (Mandatory field)