**Chapter A6 – Risk Management**

1. **General requirements**

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| 1. There is a comprehensive written risk management policy and supporting procedures, covering the following: | |
| * 1. assessment of risks throughout the hospital | Choose an item. |
| * 1. identification and analysis of and learning from incidents | Choose an item. |
| * 1. arrangement for responding to emergencies | Choose an item. |
| 1. There is an on-going process for identifying and reducing safety risks to patients and staff | Choose an item. |
| 1. In the management of a serious incident, there are: |  |
| * 1. a designated senior staff to co-ordinate the immediate response to the incident | Choose an item. |
| * 1. alert procedures to deploy staff in response to an incident | Choose an item. |
| * 1. procedures to communicate the nature of the incident to senior staff, family of the patient, regulatory authorities and media as appropriate | Choose an item. |
| * 1. investigation and audit after the incident | Choose an item. |
| * 1. implementation of recommendations to prevent future occurrence | Choose an item. |
| 1. There are contingency plans for emergencies such as fire and cessation of water or electricity supply | Choose an item. |
| 1. The contingency plans in (d) are reviewed at regular intervals not exceeding three years | Choose an item. |
| 1. Regular drills for emergencies are conducted | Choose an item. |
| 1. There are staff-to-staff communication systems for emergency | Choose an item. |

1. **Resuscitation and Contingency**

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| 1. There is at least one team of staff on duty at all times in the hospital and readily available to provide resuscitation. | Choose an item. |
| 1. The team comprises at least one medical practitioner | Choose an item. |
| 1. All team members hold a valid certificate in Basic Life Support (BLS) or equivalent qualification and at least one medical practitioner holds a valid certificate in Advanced Cardiac Life Support (ACLS) or equivalent qualification | Choose an item. |
| 1. Where children are admitted as inpatients, there is at least a medical practitioner with a valid certificate in Paediatric Advanced Life Support (PALS) or equivalent qualification on duty at all times in the hospital and readily available to provide resuscitation | Choose an item. |
| 1. The staff who need to provide resuscitation receive updated training on a regular basis, with resuscitation drills carried out regularly. The hospital conducts audit on the skills to assess the competence of staff concerned | Choose an item. |
| 1. Resuscitation equipment is checked and restocked to ensure all equipment remains in good working order at all times. Checks are documented with the staff’s signature | Choose an item. |
| 1. There are written policies and procedures in relation to resuscitation of patients | Choose an item. |
| 1. There are written policies and procedures to guide the handling, use, and administration of blood and blood products for patients | Choose an item. |

1. **Patient Safety Incident Reporting and Learning System**

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| 1. There is a reporting system for Patient Safety Incident | Choose an item. |
| 1. There are written procedures for identification, reporting, analysis, and management of Patient Safety Incident. Lesson learnt and risk reduction measures are disseminated to staff | Choose an item. |
| 1. There are policies and procedures on disclosure of adverse events to the patients concerned and/ or their next of kin | Choose an item. |

1. **Personnel**

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| **Responsible person to co-ordinate risk assessment and promulgate information on risk identifications and solutions for Patient Safety Incident** | |
| Name in English |  |
| Name in Chinese |  |
| Post Title |  |
| Qualifications |  |
| Tel. |  |
| Fax |  |
| Email |  |