

Appendix 3 – EPRR Core Standards Action Plan 2018/19

Core standard reference	Core standard description	Improvement required to achieve compliance	Action to deliver improvement	Deadline	Lead(s)
5	EPRR Resource	The Board / Governing Body is satisfied that the organisation has sufficient and appropriate resource, proportionate to its size, to ensure it can fully discharge its EPRR duties.	Confirmation to be sought from the board.	March 2019	TC/SS
18	Mass Casualty - surge	In line with current guidance and legislation, the organisation has effective arrangements in place to respond to mass casualties. For an acute receiving hospital this should incorporate arrangements to increase capacity by 10% in 6 hours and 20% in 12 hours.	Meeting to be arranged with Operations team to pursue this NHS England guidance.	December 2018	SA/TS
19	Mass Casualty - patient identification	The organisation has arrangements to ensure a safe identification system for unidentified patients in emergency/mass casualty incident. Ideally this system should be suitable & appropriate for blood transfusion, using a non-sequential unique patient identification number & capture patient sex.	Meeting to be arranged with Operations team to gather further evidence for this process.	December 2018	SA/TS

26	EPRR Training	The organisation carries out training in line with a training needs analysis to ensure staff are competent in their role; training records are kept to demonstrate this.	Training needs analysis needs to be formally agreed so training can be arranged.	April 2019	TC/SA
28	Strategic and tactical responder training	Strategic and tactical responders must maintain a continuous personal development portfolio demonstrating training in accordance with the National Occupational Standards, and / or incident / exercise participation	Further training need to be organised for staff who have not attended this with a reminder to all on call staff about the need to be able to evidence personal training and exercising portfolios for themselves.	April 2019	TC
40	LRHP attendance	The Accountable Emergency Officer, or an appropriate director, attends (no less than 75%) of Local Health Resilience Partnership (LHRP) meetings per annum.	Intention of regular attendance planned	April 2019	SS/TC
51	Business Continuity Plans	<p>The organisation has established business continuity plans for the management of incidents. Detailing how it will respond, recover and manage its services during disruptions to:</p> <ul style="list-style-type: none"> • people • information and data • premises • suppliers and contractors • IT and infrastructure 	Documented plans to be written for these 5 key areas.	December 2018	SA