

Mortuary & Body Store Security Assurances

Trust Board	Item: 10
Date: 26 January 2022	Enclosure: G
Purpose of the Report: To provide Board with an update on the Mortuary & Body Store Security Assurance and Compliance	
For: Decision/approval <input checked="" type="checkbox"/> <u>for information</u>	
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Risk Implications – Link to Assurance Framework or Corporate Risk Register:	
Legal / Regulatory / Reputation Implications:	
Link to Relevant CQC Domain: Safe <input checked="" type="checkbox"/> Effective <input checked="" type="checkbox"/> Caring <input checked="" type="checkbox"/> Responsive <input checked="" type="checkbox"/> Well Led <input checked="" type="checkbox"/>	
Link to Relevant Corporate Objective:	
Document Previously Considered By:	N/a
Recommendations: Board are asked to note the Trust's compliance with the Human Tissue Authority guidance and the November 2021 C1435 request from NHSEI	

Mortuary & Body Store Security Assurances (C1435)

Purpose

This paper provides an update to EMC on the current security arrangements in the Trust's mortuary.

Executive Summary

On the 5 November 2021 the Trust was asked by NHSEI to review and confirm security arrangements on all Mortuary and Body Stores to ensure they are compliant with guidance from the Human Tissue Authority (HTA).

Following this review we were able to confirm to EMC at the time that the Trust was compliant in each of the four areas.

Minor areas for improvement were identified during the November review, however the Trust's investment in security infrastructure a few years ago has ensured that we meet the standards as described below.

It is important to note that the temporary Mortuary Store, which was on site at the time of the review but not in operation, did not conform to the required standards and has since been removed. This will need to be considered if the Trust is required to host a temporary mortuary in the future.

Standard 1

Ensure all access points to the mortuary or body store are controlled by swipe card security access.

- The Trust has access control installed on all external doors to the Mortuary as well as internal ones leading to other departments. There are also access control doors within the Mortuary which provide further security at night.
 - Access control is not in place on Patient Affairs external doors however it is not possible to enter the Mortuary area without passing through an internal swipe access.
 - The plant room has a standard lock however there is no realistic access to the Mortuary area from this room
- The access control has a fully auditable entry log which allows for reports to be run against individuals or against a specific time frame. All entries (into the building) display the time and cardholder details, all exits from the building display the time only.
- Access to the Mortuary is highly restricted with only the Mortuary staff and identified individuals (such as the Mortuary cleaner) having access. The access list has been reviewed by the Mortuary staff and will be done so on an ongoing basis.
 - The only other individuals who have swipe entry into the Mortuary are the Trust's emergency response teams – the Fire Response Teams, Security Response Teams and the ASPs. These lists are reviewed and updated regularly.

Standard 2

There must be effective CCTV coverage in Mortuary areas and this should be reviewed on a regular basis.

- The Trust has external cameras on all Mortuary entry points (and Patient Affairs entry points). These are displayed in the CCTV control room and are reviewed by Security Officers as required. There is no active monitoring of these.
 - The Trust, through its work on violence and aggression, is preparing a business case which will increase the use of active CCTV monitoring. As a by-product of this work it will also increase viewing of the Mortuary external cameras.
- The Trust has internal cameras within the Mortuary as well; these are not displayed on the CCTV terminals to protect the dignity of the deceased. These cameras record to a restricted DVR so the footage is captured and retained for 30 days (as for all CCTV) and can be retrieved as required by authorised individuals.
 - Checks are undertaken to ensure that these cameras are functional and not in need of repair.
 - Following the latest security risk assessment (see below) one additional location has been identified which would benefit from a camera. This is located in the Post-mortem room which, following discussions at the time of install, was deemed not to be appropriate. In light of recent events that decision has been reviewed and altered. The camera will not capture the post-mortems themselves but will capture any individual accessing the fridges (and thus the deceased) from that room.

Standard 3

A documented risk assessment of the facility should be undertaken with regard to the operation, security and construction of the Mortuary.

- A risk assessment of the area, and the protocols used within the area has been undertaken. In light of recent events the review of this assessment will be undertaken yearly.
 - The risk assessment has identified minor improvements in processes and procedure which will further enhance the security of the area. The implementation of these are being finalised with the Mortuary and Security staff and the action plan for delivery will form part of the finalised risk assessment.
 - Minor investment (under £5k) will be required to address the identified improvements. Potential longer-term improvements/investments in the area will also be identified but will not require immediate actioning
 - The improvements to the Patient Property management introduced earlier in the year have substantially improved the security and procedures used within the Mortuary and have already reduced risk in that area and improved our audit processes

Standard 4

Ensure there is a consistent application of appropriate levels of DBS checks for all Trust and contracted employees, specifically in line with the NHS Standard Contract.

- DBS checks are undertaken at the point of employment for all staff working within the Mortuary.
- ISS staff are required to have DBS checks in place prior to starting work.
- The Trust will be reviewing the existing determinations surrounding who requires DBS checks in light of recent events as there is a lack of consistency across the NHS, SWL and DBS providers regarding what is seen as patient access in relation to deceased patients and Mortuary staff.

Recommendation

It is recommended that EMC note the Trust's compliance with the C1435 request from NHSEI