

Freedom of Information Request

Ref: 24-638

30 August 2024

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

- We can confirm that we do hold the information you are requesting

Under the Freedom of Information Act, I would like to request the following information please:

1. Copies of all policies and procedures currently in place at UHBW in relation to cannulation;

Please see the attached documents.

2. Copies of all relevant guidelines, protocols or policies relating to cannulation (administration and monitoring) at UHBW as at March 2022; and

Please see the attached documents.

3. Medical practice and treatment in cases of infiltration and extravasation.

Infiltration and Extravasation are discussed in our I.V (Intravenous) Additives training session. We cover what both of these things are, the damage that might be caused, what might cause this to happen, how to check the cannula before starting an I.V, how often to check the cannula. We cover what might alert us to (symptoms) infiltration and extravasation, monitoring of I.Vs that are up for longer than an hour. We cover what to do with infiltration, who to escalate to and documentation. We cover first actions for extravasation and the two extravasation guidelines, where to find them. We direct every one who attends to read the guideline appropriate to their area. We advise who to call for help and advice, who to escalate too and how to document. We also attend talks given by the Pharmacy Manager regarding extravasation and how it causes damage and the consequences.

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Data Protection Officer
University Hospitals Bristol and Weston NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

Freedom of Information Team
University Hospitals Bristol and Weston NHS Foundation Trust