



South East Coast Ambulance Service NHS
Foundation Trust
Nexus House
Gatwick Road
Crawley
RH10 9BG

Date 3rd October 2018

Email:

Email: foi@secamb.nhs.uk

Dear,

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI/18/08/32.

You requested the following information, please also see our response below:

1. A copy of your trust disciplinary policy.

Please find this attached

2. A copy of your trust 'incident learning' policy or procedure. In this context I mean your trust policy or procedure you follow when a member of staff has mistakes identified following an investigation or review of an incident where they have cooperated in the investigation and been open and honest.

Please find attached our Serious Incident Policy and Capability Policy

3. A copy of any policies and procedures that promote an open 'learning culture' within your organisation?

The following policies reference openness and learning:

- Being open and duty of candour policy and procedure
- Learning from incidents claims and complaints policy
- Bullying and Harassment policy
- Clinical peer review procedure
- Complaints policy and procedure
- Equality, diversity and inclusion policy
- Freedom to speak up: (whistleblowing Policy)
- Learning from deaths policy

I hope you find this information of some assistance.

If for any reason you are dissatisfied with our response, kindly in the first instance contact Caroline Smart, Information Governance Lead via the following email address:

FOI@secamb.nhs.uk

Yours sincerely

Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust