

Association for Perioperative Practice 2014 Perioperative Audit Tool Harrogate, AfPP
Health and Safety at Work Act 1974 Norwich, The Stationery Office
Health and Safety Executive 1992 Management of health and safety at work regulations: Approved code of practice London, HSE Books
Health and Safety Executive 1997 The health and safety (young persons) regulations London, HSE Books
Human Rights Act 1998 Norwich, The Stationery Office
Management of Health and Safety at Work Regulations 1992 Norwich, The Stationery Office

References and further reading

Visitors and External Contractors to the Perioperative Setting

A patient's right to privacy and dignity is supported at all times. Consent is obtained for the presence of any visitors and or external contractors during the patient's surgical care pathway. A policy is in place for the management of visitors, external contractors, work experience personnel, students, staff and any others to the perioperative setting.

A patient has the right to:

- refuse the presence of visitors
- confidentiality
- be informed of why a visitor will be in attendance
- give or withdraw consent
- have their decisions respected

A written policy, which all staff should be aware of, should state the correct protocol and risk assessment process for visitors wishing to visit the perioperative environment; the number of visitors should be limited and have a specific purpose for their presence.

The recommendations included on this poster are based on those published in *Standards and Recommendations for Safe Perioperative Practice* 2016.



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Any objection should be documented in the patient's notes or theatre register.



Visitors

- Visitors must obtain permission before access is granted
- On arrival report to the appointed person
- The number of visitors should be kept to a minimum in line with infection prevention and control measures and to minimise the effect of noise and other disruptions

Visitors who offer definite support or have a genuine educational need should be allowed and facilitated within the perioperative environment.

Visitors on longer placements require:

- An induction programme
- Supervision
- Mentoring

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Theatre manager/appointed person

Control the mechanism to:

- Authorise
- Monitor
- Document arrival and departure
- Provide appropriate theatre attire
- Provide clear identification (identity badge)
- Ensure awareness of perioperative etiquette and risk management precautions
- Inform visitor(s) of control boundaries within the clinical environment
- Ensure participation in five steps to safer surgery process
- Chaperoned by assigned staff member at all times
- Ensure presence is recorded in the theatre register
- Confirm the procedure to follow is understood in the event that the visitor(s) feels unwell
- Confidentiality and patient data is securely and appropriately managed
- Professional qualifications and health status endorsed prior to visit for ALL medical/nursing/technical personnel who are NOT designated employees of the hospital
- Ensure procedure for visitors is outlined as part of the departmental/organisational Health and Safety Policy



Relatives, friends and staff accompanying patients

- Patients with special needs or requirements are accompanied by a support person
- Children undergoing surgery are accompanied to anaesthetic room by parent, carer or nurse familiar to the child – local policy to reflect agreed multidisciplinary protocol
- Presence of parents/carers encouraged as supportive in pre and postoperative areas
- Women for caesarean section accompanied by partner who should be appropriately briefed in protocol to be observed
- Patients with communication needs accompanied by relative/friend who can interpret
- Trained interpreters
- Patients who lack capacity accompanied by someone they know
- Psychiatric patients accompanied by a registered mental nurse
- Designated waiting areas are provided for relatives/friends situated away from perioperative environment



Visitors and External Contractors to the Perioperative Setting

Work experience students and young persons

Visitors to the perioperative environment who are under the age of 18 raise a number of issues including consent, confidentiality and risk management issues. A young person is: 'any person who has not attained the age of 18' (HSE 1997).

The Health and Safety (Young Persons) Regulations (HSE 1997) and Regulation 3 of the Management of Health and Safety at Work Regulations (HSE 1992) clearly state: 'An employer shall not employ a young person unless a risk assessment has been made or reviewed in relation to the risks to health and safety of young people.'

Even though these regulations refer to employment of the individual, this will also include any visitors; external contractors to the organisation's premises, for example, under 18-year-olds visiting the operating department. Within health and safety law, such students are deemed an employee of the hospital or organisation.

The employer has responsibility to:

- Assess all risks to young people before they start work
- Ensure that risk assessment takes into account psychological or physical immaturity, inexperience and lack of awareness of existing or potential risks
- Introduce control measures, or minimise the risks so far as is reasonably practicable



Risk assessment - the responsibility of the theatre manager or appointed person

- The nature, degree and duration of potential exposure to physical, chemical and biological agents, including radiological procedures or potentially harmful disinfection solutions
- Layout of operating theatre(s)
- Organisation of processes and activities
- Sterile areas – to ensure patient care is not compromised
- System and means for formal trust/hospital induction programme
- Medico-legal issues in relation to their presence in theatre
- Occupational health clearance (OHC) prior to visit

Security of persons

Patients accompanied under police custody

- Attendance of officers has to be given special consideration
- Local policy to provide instruction and guidance on the admission and management of such patients

Medical device representatives

All medical device representatives attend a theatre access course.

- Are aware and informed on etiquette ie:
 - patient consent*
 - confidentiality*
 - role identification and purpose within theatre setting*
 - tasks and professional boundaries*
- Principles of adherence in the perioperative setting
- Employers of company representatives to enable required OHC in line with good risk management strategy
- Have appropriate medical indemnity

Please refer to Standards and Recommendations for Safe Perioperative Practice 2016 for additional supporting information.

