

## MAJOR INCIDENT PLAN



<b>Reference Number:</b> UHB 053 <b>Version Number:</b> 6	<b>Date of Next Review:</b> 30.09.2024 <b>Previous Trust/LHB Reference Number:</b> 241
<b>2023 / 24 Major Incident Plan</b>	
<b>Policy Statement</b> To ensure the Health Board delivers its responsibilities and legal requirements transparently and consistently, in line with the Civil Contingency Act (2004).	
<b>Policy Commitment</b> The Civil Contingencies Act 2004 sets out the duties for all designated (Category 1) responders to plan, prepare, respond to and recover from major emergencies.  The responsible person in the event of such an incident will be the Chief Executive of the Health Board who will ensure that the action required to be undertaken by the Health Board is coordinated in an appropriate manner.  The Executive Board members of Cardiff and Vale University Health Board endorse this Major incident Plan.	
<b>Other supporting documents are:</b> <ul style="list-style-type: none"> <li>• Adverse weather plans – Cold &amp; Heat wave</li> <li>• Clinical Board Business Continuity Plans</li> <li>• Civil Contingencies Strategic Framework</li> <li>• Fire Safety Policy.</li> </ul>	
<b>Scope</b> This policy applies to all our staff in all locations including those with honorary contracts	
<b>Equality and Health Impact Assessment</b>	An Equality and Health Impact Assessment (EHIA) has been completed and this found there to be no impact.
<b>Policy Approved by</b>	Executive oversight group - Emergency Preparedness, Resilience and Response (EPRR) / Board
<b>Group with authority to approve procedures written to explain how this policy will be implemented</b>	UHB Executive Board
<b>Accountable Executive or Clinical Board Director</b>	Chief Executive
<b>Disclaimer</b> If the review date of this document has passed please ensure that the version you are using is the most up to date either by contacting the document author or the <a href="#">Governance Directorate</a> .	

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Summary of reviews/amendments			
Version Number	Date Review Approved	Date Published	Summary of Amendments
1	March 2011	March 2011	To replace Trust version 241
2	6 <sup>th</sup> November 2013	15 <sup>th</sup> November 2013	Annual review – replaced UHB 2011 version 1.
	12 <sup>th</sup> November 2014		Live activation – Plan validated
	8 <sup>th</sup> December 2014		Live activation – Plan validated
	13 <sup>th</sup> September 2015		Live activation – Plan validated
	18 <sup>th</sup> November 2015		Live activation – Plan validated
	12 <sup>th</sup> September 2016		Live activation – Plan validated
3	30 <sup>th</sup> March 2017	6 <sup>th</sup> July 2017	Updated UHB role titles. Expand narrative to clarify role of Executives, Chief Operating Officer and Head of Emergency Preparedness. Enhanced detail re tiers of command. Reference Business Continuity. Introduction of JESIP principles. Amendment – <i>Health Care Standard 2.1</i> . Addition of external control room contacts. Additional details of survivor reception area. Strategic Coordination Group details. Clarification of commonly used acronyms. Reference Air Quality Cell. Review and update of action cards. Lessons identified during Exercise(s) Red Kite and Talons Reach.
	16 <sup>th</sup> August 2018		Live activation – Plan validated
4	1 <sup>st</sup> March 2020	Chairs action for approval post EPRR Strategy group	Reference Wales Mass Casualty Plan. Additional action card – Neurosurgery.
5	30 <sup>th</sup> September 2021	14 <sup>th</sup> December 2021	Annual review. No amendments. Approved at Board
6	25 <sup>th</sup> May 2023	June 2023	Amendments for Manchester arena recommendations R18, R60, R69, R70 & R71, Version controls, Hand over section added, Action card check lists, Cordon zone details. EP Manager updated to EPRR Manager. New action card added – Major Trauma card 34. National occupational standards added. Lexicon added. Action cards reviewed

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			Action cars updated – 1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 17, 18, 22, 26 & 33. Action card 32 re numbered to 33 – Neurosurgery.
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**Foreword**

The Civil Contingencies Act 2004 sets out the duties for all designated (Category 1) responders to plan, prepare, respond to and recover from major emergencies.

The responsible person in the event of such an incident will be the Chief Executive of the Health Board who will ensure that the action required to be undertaken by the Health Board is coordinated in an appropriate manner.

The Executive Board members of Cardiff and Vale University Health Board endorse this Major incident Plan.

**CHIEF EXECUTIVE**

**CHAIR**