

FOI REF: 25/192

24th March 2025

Tel: 0300 131 4500
Website: www.esht.nhs.uk

FREEDOM OF INFORMATION ACT

I am responding to your request for information under the Freedom of Information Act. The answers to your specific questions are as follows:

I would be grateful if you could advise me if there exists documentation which states the actions to be taken whenever a patient presents for treatment and makes it known that they suffer from an allergy or allergies or have special dietary requirements.

Is there a published protocol which outlines how an allergy/dietary requirement is recorded in the patient's notes, how that allergy/dietary requirement is published or indicated to staff who may encounter the patient and what action the patient can take to make sure their allergy or dietary requirement has been noted.

The housekeeper who takes the food order will speak to the patient about their diet, allergens and also seek information regarding the patients' requirements either on the above bed board or from the nurse's station and also refer to the information provided on the diet white board in the ward kitchen. The nursing teams will advise the Housekeeping/HCA staff who will keep this information updated.

Protocols are used by staff relating to drug administration and allergies. Clinical guidelines are available for staff relating to food allergy in children and young people. Guidelines are available for the management of diagnosis of a drug allergy. Guidelines are in place for management of a cow's milk allergy. Guidance for staff is available for prescribing and administration of penicillin to patients with a penicillin allergy.

There is a referral process for severe allergies highlighted in the trust drug policy and also a patient info leaflet which staff can use to communicate and provide info for patients who have experienced a new allergic reaction.

Currently allergies and dietary requirements are recorded in multiple places (digital and analogue). Allergies are recorded on admission to a gateway area using digital clinical systems. Allergy information is also documented in the paper Integrated Patient

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Documentation (IPD) paper booklet, admission paper forms, on a handwritten white board displayed in ward/ clinical areas and on a handwritten wristband that is attached to the patient's wrist.

Other specialist dietary assessments can be completed using digital systems. Both dietary and allergy information is also recorded in the handwritten IPD by clerking doctors. This is accessible to all staff caring for the patient.

Patients are encouraged to inform staff about their allergies or dietary requirements during consultations and upon admission to the hospital. This information is prompted by staff at multiple points during the care episode. Patient leaflets are available to share with patients containing information relating to drug administration.

If I can be of any further assistance, please do not hesitate to contact me.

Should you be dissatisfied with the Trust's response to your request, you have the right to request an internal review. Please write to the Freedom of Information Department (esh-tr.foi@nhs.net), quoting the above reference, within 40 working days. The Trust is not obliged to accept an internal review after this date.

Should you still be dissatisfied with your FOI request, you have the right of complaint to the Information Commissioner at the following address:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire SK9 5AF

Telephone: 0303 123 1113

Yours sincerely

Freedom of Information Department
esh-tr.foi@nhs.net