

Venous Thrombo-Embolism (VTE) Committee Terms of Reference

Reporting to

The VTE Committee will report to the Clinical Effectiveness Committee

Committee Aims

The Committee will:

- Support and enable the implementation of the DOH VTE strategy in accordance with the Governance Framework and guidance
- Promote educational initiatives to aid the understanding of the national VTE strategy
- Significantly increase compliance with VTE assessments within the Trust by ensuring that all patients' admitted to hospital receive a VTE Risk Assessment and if required, are prescribed and provided with the relevant prophylactic treatment as per policy
- Develop , review and monitor Policies / Procedures and Guidance across the Trust in collaboration with all specialities
- Review and standardise documentation throughout the Trust
- To encourage all specialties to promote and implement the VTE Assessment within the Trust
- To ensure that NICE recommendations and Quality standards are inherent in practice within the Trust
- To monitor and report compliance with NICE recommendations in relation to VTE to the Executive Directors and the Board via the Clinical Effectiveness Committee
- To escalate non-compliance with recommendations to the Clinical Effectiveness Committee for action

Key Responsibilities

The following responsibilities will be pursued by the VTE Committee:

- Develop a VTE infrastructure across Blackpool Teaching Hospitals NHS Foundation Trust
- Develop the visibility of performance in relation to VTE across the Trust
- Compliance - To review performance and compliance with policy and National standards and advise on how this can be optimised
- To advise and support the strategic implementation of a the VTE Policies across all specialities
- To generate ideas reviewing best practice and new initiatives that may have potential to improve the management and treatment of VTE throughout the Trust.
- To establish and implement systems to evaluate and manage the risk and treatment of VTE.
- To monitor external factors likely to influence the Trusts VTE priorities particularly with respect to the potential sources of external funding. These will include Government and NHS initiatives
- To review and monitor RCA investigation in incidents relating to VTE including attending serious untoward incidents involving VTE in order to provide assurance to the Clinical Effectiveness Committee
- To provide information to be included in the bi-monthly VTE report to the Clinical Effectiveness Committee
- To provide an annual audit of all hospital attributed VTE incidents for presentation to the Clinical Effectiveness Committee
- To assist in improving the standard of VTE care delivery on all admissions

Sub Groups

The VTE Committee can form sub committees to perform specific actions.

Frequency of meetings

- The VTE Committee will meet bi-monthly.

VTE Committee Structure

Committee membership to include:

- VTE Chair – Trust VTE Lead
- VTE Deputy Chair – Clinical Improvement and Effectiveness Manager
- Consultant VTE lead from all divisions
- Nurse Representatives
- Radiographer
- Physiotherapist
- Pharmacist
- Statistics / Informatics

DRAFT Revised TOR to Reflect Changes to Trust meeting structures