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|  **SBAR: HAI Situation Needs Assessment\*** NHS Board:Contact name/designation:Contact details:  |
| **Situation*** **Describe the problem/issue**
* **Describe where/when**
* **Number of persons involved/number of recommendations or requirements identified**
* **Impact on health**
* **Impact on services**
* **Related media/comms**
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| **Background*** **Context to incident**
* **Guidance available**
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| **Assessment*** **Data provided by NHS Board**
* **National data**
* **HEI Inspectorate report**
* **NHS Board action plan**
* **Assess against national guidance (where applicable)**
* **Procedural change(s)**
* **Gaps in data**
* **Identify weaknesses e.g. processes, procedures**
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| **Recommendation*** **HPS visit –specify timeframe (agree objectives of visit)**
* **input from other national agencies**
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| HPS Lead Consultant Name: | Designation: |
| Email: | Tel: |
| Other HPS Support: (HCS, SNIC etc) |  |