

Singleton Action Plan

No	Action	Solution	Assigned to	Status	Completed
1	Revise your risk assessments that involved the use of sharps in the context of high risk pathogens that could be transmitted by the blood borne route to ensure all appropriate control measures are recorded. You should ensure that revised risk assessments are read by all staff who undertake these activities.	MDRA 001 whole workplace	RR	first draft eta 13.01.26	
		MDSTRA 001 Blood cultures	RR	first draft eta 13.01.26	
		MDRA 115 CL3	MP	New draft - need to add the detail on the forceps for slides and refer to MDRA 052	
		MDSTRA 012 Mycology		Completed	
		MDRA 022 Molecular	RC	completed and published 16.01.26	
		MDHS 017F1 Sharps signage	RC	Completed and republished	
		MDRA 116 Bone and tissue cutting using scalpel - archived and transfer info into MDSTRA 009		Completed	
		MDRA 112 processing mycology specimens using scalpel - archive and transfer info to MDSTRA 012	RP	completed	
		MDSTRA 010 - non biological specimen types	RC	completed and published 21.01.26	
		MDSTRA 009 - bone and tissue	RR/RP	completed and published 16.09.26	
		Update specimen type RA template	Team	Completed - archived the specimen type RA	
	Monitoring compliance to reading	via training team			
2	Devise and implement a mechanism to ensure you have the assurance that staff are competent in the safe use of sharps with high risk samples that could be transmitted by a sharps injury.	initial training of all staff using presentation	MP	Completed	
		Insert sharps into training checklists	via training team		
		Inserts sharps into competency DOPs	via training team		
		Write Sharps RA MDRA 052	MP	Completed	
		Assign sharps RA and presentation to all skilled group competencies using sharps	via quality team		
		Submitting training sign off of all staff to HSE	MP		
		Add watching use of sharps to CL3 audit. - or theoretical test questions	MP	draft out for proofing 21.01.26	
Add watching use of sharps to annual audit. - or theoretical test questions	MP	draft out for proofing 21.01.26			