



Kent and Medway

NHS and Social Care Partnership Trust

Information Governance & Records Management Department

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Dear [REDACTED]

Request for Information

I write further to your request FOI ID 39689 under the Freedom of Information Act 2000 regarding:-

Menstruation Information

Your request is set out below:

1. Copies of your trust's observations policy, including equality impact assessment/analysis (please state if no EIA has been completed).

Attached

2. Copies of policies and documents pertaining to banned or restricted items (eg restrictions policies, banned items lists, room and possession search policies) Please include any equality impact assessments relating to banned items where available, please state if no EIA has been completed).

Attached

Please also answer:

3. Does your trust permit hot water bottles on the wards (this may vary between wards)

Hot water bottles would require an individual risk assessment and be patient own that they have purchased – the date on them must also be checked by staff to ensure they are not older than 2yrs due to them then becoming brittle with risk of leaking and scalding.

4. Does your trust permit tampons on the wards (this may vary between wards).

Yes – individual risk assessments are completed if it is felt these might pose a risk in anyway

5. Please describe ward bedroom and bathroom setup for the mental health wards under your trust. (For example "ward A has 20 beds, all are en suite with one accessible bathroom; ward B has 10 beds, there are 2 single-sex shared bathrooms and 2 en suite female rooms").

We are proud to be smoke free

Trust Chair – Dr Jackie Craissati
Chief Executive – Helen Greatorex

Boughton Ward

18 male beds and all are ensuite rooms.

Chartwell Ward

18 male beds and all are ensuite rooms.

Orchards Ward

16 male beds and all are ensuite rooms.

Ruby Ward

10 male beds and all are ensuite rooms.

Upnor Ward

18 female beds and all are ensuite rooms.

Heather Ward:

15 bed female

4 toilets

2 bathrooms (with toilet)

2 of the 15 bedrooms have an ensuite with bathrooms

Woodchurch:

15 bed female

1 assisted bathroom (with toilet)

2 shower rooms (with toilets)

4 patient toilets

Bluebell

18 bedroom male ensuite with showers

Foxglove

18 bedroom female ensuite with showers

Sevenscore

13 bed male

5 toilets

2 shower rooms

1 assisted bathroom

Fern Ward

18 bedroom female

1 ensuite bedroom

3 shared toilets

1 assisted bathroom

5 shower rooms

Cherrywood ward

17 bedded female, all bedrooms have en-suites

Amberwood ward

17 bedded male, all bedrooms have en-suites

Pinewood ward

16 bedded male, all bedrooms have en-suites

Willow Suite

12 bedded male, all bedrooms have en-suites

Jasmine

16 bedded female, all bedrooms have en-suites

All wards have an additional assisted bathroom.

6. Please describe the bathroom access for all seclusion suites and 136/health based places of safety. (eg *"seclusion room 1 has en suite access, seclusion room 2 has toilet access but this is separate to the main room so in some circumstances patient may not have free access"*).

North Kent HBPOS – the suite has individual en-suite

LBH ECA – Seclusion room has an en-suite separate from main bedroom

Willow Suite - Seclusion room has an en-suite separate from main bedroom

East Kent HBPOS – the suite has 2 bedrooms both with individual en-suites

West Kent HBPOS – the suites has 2 bedrooms with one shared bathroom

7. Please provide copies of any ward posters or patient information about where to access menstrual products. Please state if your trust does not have any such posters or printed information.

The Trust do not have specific posters or packs on the wards, however concerns and discussions around the subject are included within the initial physical health check questionnaire.

8. Please provide information relating to access to bins in ward bathrooms. This may be covered in waste policies, if so please provide the policy and any associated equality impact assessment or state if this has not been undertaken. Please also provide details (eg *"ward A has sanitary bins in all bathrooms; ward B has no bins in en suite bathrooms but has a sanitary bin in 1 female shared bathroom; ward C has no bathroom bins; ward D has cardboard bins available"*) - you may have other documents related to this question such as ward environment policies or procurement documents. If so please provide these.

The feminine hygiene bins are foot operated across all of our sites and have been assessed to ensure they are safe for the patients. The locations of the bins can change depending on the patient's using the bathrooms as well as changes to the ward itself such as changing to a different gender patient group

None of the FH bins contain waste sacks due to the nature of our Trust, our waste contractor exchanges the bins each time and ensures they are clean. I have also included wording from our waste policy in regards to bins. The full policy can be found on i-connect. All bathrooms contain a domestic waste bin which is open topped and does not contain a waste sack. Below taken from waste policy:

Risk Assessment

1.1.1 All staff must carry out Risk Assessments to identify and assess the risks to themselves and others from any waste related duties and activities including waste handling, collection, storage, movement and disposal.

1.1.2 Risk Assessments must be updated on a regular basis.

1.1.3 The location of waste bins, sharps boxes and internal waste storage areas should be based on local risk assessment to reduce the risk of interference, injury or other harm to service users, staff and others.

7.10.5 Waste paper baskets are acceptable for general or recycling waste in administration areas or patient bedrooms only.

7.10.6 In mental health units it is acceptable to place an open domestic bin with no liner in areas where patients would have access.

7.12.3 All clinical areas must be set up correctly prior to use. Adjustments may be required to meet the changing needs of the client group.

9. Please provide copies of any policies relating to supporting patients when menstruating (or policies which discuss this matter) for example guidance for staff on supporting patients who are menstruating.

Attached

10. Do you provide menstrual products for patients on your wards? If so please explain the processes or provide relevant documents discussing this. For example, do wards purchase these through petty cash or are they ordered through the NHS supply chain? If available please provide ordering sheets for menstrual products over the past 1 year.

Yes, we provide menstrual products sanitary pads and tampons on all of our female wards. We order them via our SBS NHS supply chain system and they are stored in our clinical store room and each ward keeps a supply in their linen room but have access to keep the ward fully stocked of these items.

We order our stores weekly and the Physical Health Nurses check the stock and we order as required attached is a copy of our weekly order sheet.

We discuss menstrual products and any issues re menstruation with individuals and therefore do not have any minutes of discussions in community meetings etc.

11. Please provide copies of any documents relating to patient engagement/discussion around menstruation - for example community minute notes where period products, bins or privacy when on periods are discussed.

Discussions are held on a 1-1 basis with individual patients as required, therefore KMPT do not hold any documents as requested.

12. Please provide copies of weight restoration or weight management policies related to inpatient eating disorder services within your trust (if this service is provided). Your policies may have different names.

N/A

I confirm that the information above completes your request under the Freedom of Information Act 2000. I am also pleased to confirm that no charge will be made for this request.

If you have any questions or concerns or are unhappy with the response provided or the service you have received you can write to the Head of Information Governance at the address on top of this letter. If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision.

Yours Sincerely

On Behalf of
The Information Governance Department