



Confidential Reporting System in Surgery

REPORTING FORM

Once completed, this form should be sent to:

RLTC-KCER-HLEB, CORESS (ASGBI), 35-43 Lincoln’s Inn Fields, London, WC2A 3PE

NOTE:

- Your personal details are required only to enable us to contact you for further details about any part of your report.
- You will always be sent an acknowledgement following receipt of your report.
- This WHOLE Report Form will be returned to you when your report is closed and no copies of the form will be made during processing.

NO RECORD OF YOUR NAME AND ADDRESS WILL BE KEPT.

Please complete the following relevant information about the incident/situation.

Your Name:	Preferred email address:
Address for correspondence:	
Post code:	Preferred Contact Tel:
Your position: Consultant/SpR/Trust doctor/SHO/PRHO Medical Student/Non Medically Qualified (please state your designation) Other (please state your designation)	Experience: Years since primary qualification Years in surgical practice Years in current post
Qualifications:	
Degree of Urgency of situation/procedure: Emergency/Urgent/Elective	Geography: England/Scotland/Wales/Republic of Ireland/Northern Ireland. NHS Hospital Serving a population ofk Private facility containingbeds
The Incident Occurred in: Ward/Outpatients/Theatre Main/Theatre Day Case/Other(state)	Category of Patient: Private Patient (self funding or insured) /NHS patient
Date of Incident:	Time of Incident:
Report Topic (My report relates to):	Other people present by grade:
In my opinion, the main causative factors were/are as follows: 1. 2.	3. 4. 5.

**PLEASE GIVE AN ACCOUNT OF THE INCIDENT/SITUATION ON ADDITIONAL SHEETS.
DO SO IN YOUR OWN WORDS AND INCLUDING AS MUCH DETAIL AS PRACTICAL.**

When completed please place the Report Form, with additional Pages, in a sealed envelope and post it (no stamp required) to the 'Freepost' address given above. Additional copies of this form can be downloaded from



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What is CORESS?

CORESS is an educational service provided by surgeons for surgeons to promote safety in surgical practice, both within the NHS and in the independent sector.

Who can report?

Any surgeon or surgical trainee, irrespective of specialty, can submit reports, in confidence, to CORESS.

How do I report?

Reports can be made "online" from this site. They can also be made by mail, using the form which can be downloaded from this website.

We are interested in any safety-related incident involving yourself, other people, your hospital or other organisations that you deal with. Incidents may be diagnostic or operative errors, technical or maintenance failures, regulatory or procedural aspects or unsafe practices/protocols.

What not to report?

There is no educational value in incidents where no lesson can be learned. Therefore, incidents with no safety content, issues involving conflicts of personalities and problems involving industrial relations or terms and conditions of employment are not, generally, useful.

When do I report?

CORESS is complimentary, not an alternative to other serious incident reporting requirements, statutory or otherwise. Useful lessons may often be learned from incidents which do not result in adverse consequences and may only be known to the reporter. CORESS would like to hear about any safety related issue from which lessons can be learned.

What happens to my report?

When all identifiable data has been removed, your report is reviewed by experts in the appropriate specialty. If useful lessons can be learned an unidentifiable version may be published in the surgical literature.

Is my report secure?

CORESS would like to hear from you when you are concerned to protect your identity but anonymous reports are not normally accepted. Confidentiality is fundamental to the concept of the CORESS service. On receipt of your report, identifying data are removed and it is transferred to a stand alone computer with no wired or wireless connections to any network. Identifying data is available to the Programme Director and System Manager only. The reporter will be informed of the proposed outcome. The original report will then be returned to the reporter and all identifying data securely deleted from the CORESS system before any feedback publication. The Freedom of Information Act applies to government departments in the public sector and some private sector organisations carrying out duties on behalf of government, including the privatised utilities.

CORESS is a service provided by the Association of Surgeons of Great Britain and Ireland which is a Registered Charity and does not possess any executive powers granted by statute or otherwise. CORESS exists merely to provide a safety information service to and on behalf of the surgical community. The Freedom of Information Act does not, therefore, apply to CORESS.