

Email: foi.tsdf@nhs.net
Our Ref: TSD10233

Dear Sir/Madam

Request for Information

We are writing to confirm that we have now completed our search for the information you requested.

A copy of the information is below:

Under the Environmental Information Regulations (2004), please provide the following information with regards to employee formaldehyde exposure in the Trust's gastrointestinal endoscopy suites.

Documents to disclose:

Please provide the formaldehyde exposure risk assessment that is currently used by the Trust's gastrointestinal endoscopy team to fulfill employer obligations under COSHH regulations (2002) Section 6.

[COSHH Assessment attached](#)

Please provide *all* formaldehyde exposure monitoring data (both fixed static monitoring and personal badge monitoring, with personal details redacted as appropriate) relating to the Trust's gastrointestinal endoscopy service encompassing the last 12 months that is used to fulfill employer obligations under COSHH regulations (2002) Section 10. It is noted that such records should be kept available for at least 5 years under COSHH regulations (2002) Section 10(5)(b).

[Endoscopy does not use fixed static or personal badge monitoring, and no exposure monitoring has been undertaken in the endoscopy suites within the last 12 months.](#)

Questions:

How often is regular scheduled formaldehyde exposure monitoring undertaken in the Trust's gastrointestinal endoscopy suite?

[Endoscopy do not have regular formaldehyde exposure monitoring](#)

What is the total number of occasions formaldehyde regular scheduled exposure monitoring has been undertaken in the Trust's gastrointestinal endoscopy suites over the last 12 months?

[Not applicable](#)

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If you wish to discuss any of the above, please contact us, quoting the FOI reference number above.

If you are unhappy with the way in which we have handled your request, please contact the Data Protection and Freedom of Information Lead in the first instance. If you wish to make a formal complaint, you should write to our Complaints Manager at Torbay and South Devon NHS Foundation Trust, First Floor Bowyer Building, Torbay Hospital, Torquay TQ2 7AA or by email to tsdft.feedback@nhs.net

If you are not content with the outcome of your complaint or the internal review, you may apply directly to the Information Commissioner for a decision. Generally, the Information Commissioner will only make a decision once you have exhausted the complaints and/or internal review process provided by us. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or through this link <https://ico.org.uk/global/contact-us/>

Yours sincerely,

Freedom of Information Team

Trust Standard Form

COSHH Assessment

Name of Assessor		Date of Assessment	
Department		Reference No	

The Substance							
Product or Common Name	Formalin 10% Neutral Buffered				Catalogue / Order Ref (if applicable)		
Manufacturer / Supplier	CellPath				Date of Material Safety Data Sheet	29/01/2016	
Use of substance	Specimen storage				Product Code		
Type of Substance	Solid ☐	Liquid ☒	Gas ☐	Powder ☐	Dust ☐	Micro-organism ☐	Other please specify
Hazard symbols on the container label	 Acute Toxicity ☐	 Irritant ☒	 Carcinogenic / Respiratory Sensitisation ☒	 Environmental ☐	 Corrosive ☐		
	 Explosive ☐	 Flammable ☐	 Oxidising ☐	 Pressurised Gases ☐	Other please specify		
Possible route of exposure (tick all that apply)	Inhalation ☒	Ingestion ☒	Absorption via Skin ☒	Eye contact ☒	Injection ☐		
Potential Health Effects:	Inhalation:	Harmful by inhalation. Inhalation may cause nausea and vomiting. May cause dizziness and headache.					
	Ingestion:	Harmful if swallowed. Ingestion may cause nausea and vomiting. Ingestion is irritating to the respiratory tract and may cause damage to the central nervous system.					
	Absorption:	Harmful in contact with skin. May cause dermatitis.					
	Eye contact:	May cause irritation to eyes.					
Workplace exposure limit (WEL)	x	Short-term (15 mins):			Long-term (8 hours):		
		2ppm			2ppm		

The Work Activity		
Describe activity substance is used for:		
Method of use	Diluted ☐	Undiluted ☒

Trust Standard Form

COSHH Assessment

Use of Substance	Frequency	Duration	Quantity	Number Exposed
Who may be affected	Patients ☐	Staff x	Visitors/Public ☐	Contractors ☐

Control Measures						
Alternative substance available?	No x	Yes ☐	Alternative substance and reasons for not using			
Handling and Storage Arrangements <i>i.e. well ventilated, secure, appropriate temperature:</i>	Ensure adequate ventilation of the working area. Wear suitable protective equipment. Avoid contact with eyes and skin. Adopt best Manual Handling considerations when handling, carrying and dispensing. Keep in a cool, dry, well-ventilated area. Keep containers tightly closed. Store in correctly labelled containers. Do NOT allow to freeze. Avoid sparks, flames, heat and sources of ignition.					
Precautions for Safe Use	Wash hands before & after x	Well-ventilated area x	Local Exhaust Ventilation ☐	PPE (see below) x	Other e.g. rotation of staff, automatic enclosed processes and Safe Systems of Work, Fire. LEV may be required depending on activity	
Is Health Surveillance Required	Yes ☐	No ☐	Comments This depends on the work activity			
Is Air Monitoring Required	Yes ☐	No ☐	Comments This depends on the work activity			
Personal Protective Equipment (PPE)	Gloves  x	Apron  x	Lab Coat  ☐	Overalls  x	Safety Footwear  ☐	Other please specify
	Eye Protection  x	Face Shield  ☐	Dust Mask  ☐	Respirator  ☐	Gas Mask  ☐	
Staff Training Requirements	Details e.g use of and spillage procedures All staff using this product must be suitably trained and competent on its use. All staff must be made aware of the ventilation requirements, the PPE to wear when using this product and the emergency arrangements.					

Trust Standard Form

COSHH Assessment

	NOTE: Managers are responsible for ensuring their staff have received adequate training and that this training is recorded.
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Emergency Arrangements			
First Aid	General		
	Inhalation		Move the exposed person to fresh air. Seek medical attention if irritation or symptoms persist.
	Ingestion		Do NOT induce vomiting. If swallowed, seek medical advice immediately and show this container or label.
	Skin		Wash off immediately with plenty of soap and water. Remove contaminated clothing. Seek medical attention if irritation or symptoms persist.
	Eyes		Rinse immediately with plenty of water for 15 minutes holding the eyelids open. Seek medical attention if irritation or symptoms persist.
Spillage		Do not allow product to enter drains. Prevent further spillage if safe. Absorb with formaldehyde polymer granules to absorb and neutralise spillage. Sweep up. Transfer to suitable, labelled containers for disposal. (Clinical waste) Clean spillage area thoroughly with plenty of water.	
Disposal Arrangements			
Are any special disposal arrangements required?	YES X	NO ☐	Details: Do NOT reuse empty containers. Empty containers can be sent for disposal or recycling. Bulk waste must not be discarded down the sink. Used formalin should be stored for collection by licensed waste disposal company

Assessment of Risk			
What risk does the substance pose taking into consideration all of the above factors	High X	Medium ☐	Low ☐
	Likely to present significant risk to health to the majority of individuals	May present a significant risk to health to a minority of individuals	The majority of individuals will be unaffected with only a minimal risk to health