



**Scottish  
Ambulance  
Service**

University National NHS Board



# Freedom of Information Request

**19<sup>th</sup> November 2024**

## **Detail and Response**

I am contacting you as part of an initiative to explore and assess **sustainable practices within NHS trusts**. Our focus includes understanding procurement, inventory management, and disposal practices for medical equipment, with particular attention to environmental impact and sustainability efforts. We aim to compile this information for analysis and to promote awareness of sustainable healthcare practices.

Please find the details of our request below. We have provided structured response options where applicable to ensure consistency and ease of analysis.

For this request, "medical equipment" includes reusable or single-use tools, devices, or machinery used for patient care, diagnosis, treatment, or monitoring (e.g., surgical instruments, diagnostic devices, monitoring equipment, and imaging machines).

## **SECTION 1: Hospital Demographics**

### **1. Please indicate your trust/hospital type and type of care:**

#### **1. Trust/Hospital Type:**

- i. Acute
- ii. Mental Health
- iii. Community
- iv. **Ambulance**
- v. Other (please specify)

#### **2. Type of Care:**

- i) Secondary
- ii) Tertiary
- iii) **Other (please specify) Emergency Response and Patient Transport**

**3. Total Number of Beds:** Please indicate the total number of inpatient beds in your hospital, including all types (e.g., general, ICU, maternity) if applicable. **Zero**

**4. ICU/ITU Bed Count:** How many beds are designated for intensive or high-dependency care? **Zero**

**5. Annual Admissions:** Please provide the total number of patient admissions in the last calendar year. If exact figures are unavailable, please provide your best estimate. **Zero**

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## SECTION 2: Procurement and Inventory Management

Se 1. **Formal Procurement Policies:** Does your hospital have formal policies or guidelines for medical equipment procurement?

- i. Yes (please provide a copy or summary)
- ii. No - **Response NO.**

2. **Designated Procurement Roles:** Is there a designated individual or team responsible for managing the procurement of medical equipment? **If yes**, please provide the role(s) and a brief description of responsibilities.

- i. Yes – Individual
- ii. Yes – Team - **Response: The procurement team will manage the procurement of medical equipment**
- iii. No

3. **Inventory Review Frequency:** How often is your medical equipment inventory reviewed for excess or unused items?

- i. Monthly
- ii. Quarterly
- iii. Biannually
- iv. Annually
- v. Other (please specify) **Response: Equipment will be reviewed on a departmental level and is dependent on the operational and clinical needs of the service and or in line with the manufacturer's servicing / maintenance guidelines**

4. **Primary Sources for Procurement:**

What are the primary sources for your medical equipment procurement?

Please indicate the proportion sourced from the NHS supply chain versus individual suppliers, and provide any additional details as applicable. **Response: Equipment will be purchased where and when possible, via established public sector framework agreements. When frameworks are not available the Service will consider progressing with either Quick quotes or Full tenders.**

## SECTION 3: Waste and Disposal

1. **Excess/Expired Equipment:**

What percentage of your medical equipment inventory was classified as excess, unused, or expired in the last 12 months?

Please provide a breakdown by equipment type, if available.

2. **Disposal Responsibility:** Is there a specific role or department responsible for overseeing the disposal of medical equipment? **If yes**, please provide the role(s) and responsibilities.

- i. Yes – Individual
- ii. Yes – Department **Response: The Clinical governance and Procurement & Logistics teams are responsible**
- iii. No

3. **Formal Disposal Policy:** Does your hospital have a formal policy for the disposal of medical equipment?

- i. Yes (please provide a copy or summary of any policies)
- ii. No - **Response: There is currently no formal disposal policy in this area**



- i. Surgical instruments
- ii. Diagnostic devices
- iii. Monitoring equipment
- iv. Imaging equipment
- v. Other (please specify) -

Response: AED shock box's & transport trolleys due to age and condition

#### **SECTION 4: Sustainability and Environmental Impact**

**Sustainability Initiatives:** Does your hospital have a sustainability initiative for recycling, reuse, or redistribution of excess or unused medical equipment? Response: Where and when possible, the Service will look to re-use, re-distribute equipment, when possible, across the service and or with other Health Boards / Blue Light services.

When this is not possible, we will consider recycling product into a viable alternative or auction sale for income generation or donation to charity services (if appropriate).

- i. Yes (please provide details)
- ii. No

2. **Disposal of Excess or Expired Equipment:** How does your hospital manage the disposal of excess, expired, or damaged equipment? Please provide a breakdown by disposal method and indicate the approximate amount (in tonnes) used per year for each method.

- i. Recycling
- ii. Donation
- iii. General waste
- iv. Other (please specify)

Response: We have applied section 17 of the Freedom of Information Scotland Act 2002, information not held

#### **SECTION 5: Policies and Compliance**

1. **Compliance with Disposal Guidelines:** How does your hospital ensure compliance with national or NHS guidelines on the disposal and management of medical equipment?

- i. Internal audits - As noted below, Internal Audit will look to allocate a review of requirements and appropriate processes, procedures and the compliance against these.
- ii. External audits
- iii. Regular staff training
- iv. Other (please specify)

2. **Internal Audits of Equipment Management:** Has your hospital conducted internal audits within the last 12 months to assess the management of excess medical equipment?

- i. Yes (If yes, please indicate the frequency of audits and any key findings, if available) Response: Internal audit on our Logistics function was carried out in the last 12 months. A key finding required the expansion and clarification of internal standing operating procedure (SOP) detail relating to the process for managing expired stock.
- ii.



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