

Scope

This combined policy framework establishes and enables review of the health, safety and quality objectives, ensuring safety measures protect its staff. The policy encompasses the diagnostic, analytical, interpretative and advisory services of the All Wales Medical Genomics Service (AWMGS) one service, comprising the All Wales Genomics Laboratory (AWGL) and the Clinical Genetics Service.

Policy

The AWGL is committed to providing a service of the highest standards for H&S and quality and will take into consideration the needs and requirements of its users. Therefore, commitment to meet these requirements is to:

- provide good professional practice and conduct, operating a management system to integrate organisation, procedures, processes and resources;
- ensure the integrity of the management system is maintained when change is planned and implemented
- set and periodically review objectives and plans to implement this policy and achieve continual improvement; utilizing a risk-based approach with defined outcomes;
- participate in the quality review process, as part of the wider UHB governance structure. To provide data, metrics, key performance indicators for analysis to ensure continuing suitability, effectiveness and promote sustainability; to include measure for pre-examination, examination and post examination stages
- ensure that all personnel are familiar with this policy, the quality manual and all policies and procedures relevant to their work;
- commit to the health, safety and welfare of all its staff, and visitors/service users;
- ensures the implementation of health and safety legal requirements via the AWMGS H&S committee;
- comply with all relevant environmental legislation;



The AWGL currently aims to work to the Medical Laboratory – requirements for quality and competence, ISO 15189 current edition, aiming to achieve re-accreditation by United Kingdom Accreditation Service (UKAS) in 2025. The Health and Safety at Work Act, 1974 and other appropriate statutory regulatory standards and professional codes of practice are complied with as part of the wider organisation compliance.

This policy requires a minimum of annual review, as part of the management review, to ensure its continuing suitability and to alignment to the needs of service users and the regulatory and/or accreditation requirements. AWMGS is committed to:

- recruitment, training, development and retention of staff at all levels to provide a full and effective service to users;
- the proper procurement and maintenance of equipment and other resources which are needed for the provision of the service;
- the collection, transport, handling and storage of all specimens in such a way as to ensure the correct performance of laboratory examinations;
- the collection, transport, handling and storage of all blood and other biological samples in such a way as to ensure that safety and quality are not compromised;
- the use of examination procedures that will ensure the highest achievable quality of all tests performed that are fit for the intended purpose and suitable for clinical application through periodic review;
- reporting results in ways which are timely, confidential, accurate and clinically useful;
- identifying risk of harm to patients and opportunities to offer improved patient care, with a commitment to perform the required actions to address these risks and implement the improvements;
- assessment of user satisfaction, internal audit and external quality assessment, in order to produce continual quality improvement.

In addition, the AWMGS clinical service is committed to the provision of NHS specialist regional health service for patients and families in Wales who have genetic conditions, who may be at risk of developing a genetic condition or who are concerned about their family history.

Signed on behalf of the All Wales Medical Genomics Service

Sian Morgan Head of Laboratory		
Date	18/05/2024	Signature 
Clive Morgan Managing Director		
Date	16/05/2024	Signature 
Dr Alexandra Murray Clinical Consultant Geneticist and Clinical Lead		
Date	03/06/2024	Signature 