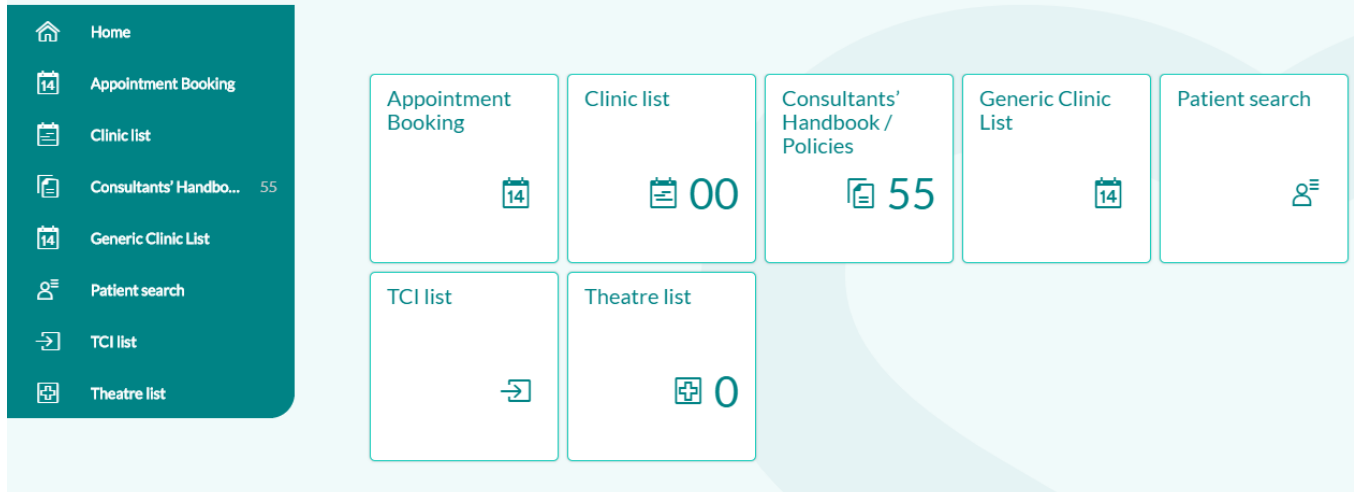


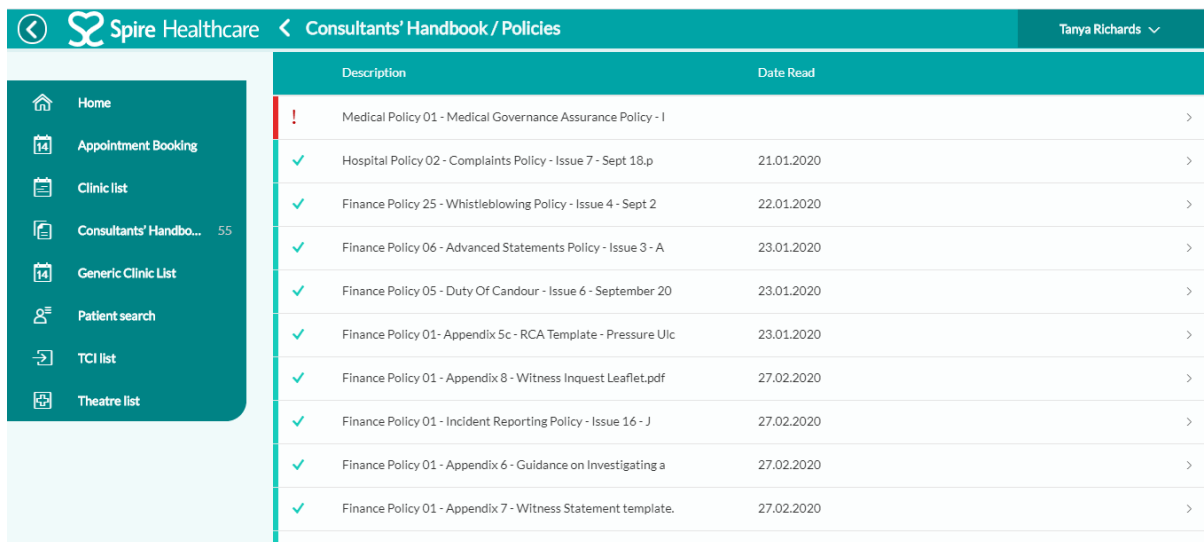
SCA – Consultant Handbook / Policies and Procedures

Consultants using SCA will see a new tile – Consultants Handbook/Policies



The number on the tile indicates the number of polices that have not yet been viewed.

Once the user clicks to open the tile the policies will be displayed in the following format



Description	Date Read
! Medical Policy 01 - Medical Governance Assurance Policy - I	
✓ Hospital Policy 02 - Complaints Policy - Issue 7 - Sept 18,p	21.01.2020
✓ Finance Policy 25 - Whistleblowing Policy - Issue 4 - Sept 2	22.01.2020
✓ Finance Policy 06 - Advanced Statements Policy - Issue 3 - A	23.01.2020
✓ Finance Policy 05 - Duty Of Candour - Issue 6 - September 20	23.01.2020
✓ Finance Policy 01 - Appendix 5c - RCA Template - Pressure Ulc	23.01.2020
✓ Finance Policy 01 - Appendix 8 - Witness Inquest Leaflet.pdf	27.02.2020
✓ Finance Policy 01 - Incident Reporting Policy - Issue 16 - J	27.02.2020
✓ Finance Policy 01 - Appendix 6 - Guidance on Investigating a	27.02.2020
✓ Finance Policy 01 - Appendix 7 - Witness Statement template.	27.02.2020

The tick indicates that the policy has been opened and viewed;

The red ! indicate that the policy has not been read or there is an update that needs to be reviewed.

When clicking on the document it opens into a reading pane.

The handbook and policies and procedures are available on the mobile app version as well as the url version of SCA.