

Route Map - Raising Concerns/Speaking Up Pathways

I want to raise a concern about my role, my health or patient safety



University Hospitals Sussex
NHS Foundation Trust

My job

Have a conversation with your line manager as soon as possible

If flexibility is required, refer to the [Work Life Balance Policy](#) or use [Carers](#) or [Health passport](#) to assist conversations with your manager

If social issues with team members refer to the [Speaking Up](#) process for bullying

Raise [Development Needs](#) or discuss elements of your role with your line manager

Action to be taken by:

- Employee
- Manager

Working environment/equipment

Inform your line manager

Inform your Health & Safety representative

Report on RLDatix
Risk assess on SHE Evotix

Investigation by the Investigating Manager

If required, escalate to appropriate lead for action

Feedback to individual
Learning to inform Trust's Health & Safety Strategy

My health

Discuss with your line manager if you feel comfortable

If required, refer individual to Occupational Health or Staff Psychological Support Service

Speak to your department Mental Health First Aider

[Self Refer to the Staff Psychological Support Service or Chaplaincy](#)

Review the resources and support available on the [Wellbeing Website](#)

Patient safety Eg: patient falls / unsafe staffing

Speak to your line manager or matron or manager's manager if appropriate

Speak to Freedom to Speak up Guardian and/or Patient Safety Team

Report on RLDatix
[RSCH and PRH](#) / [WOR, SRH and SLH](#) (automatically notifies stakeholders)

Service Level Agreement - Response within 7 days

Investigation by the Investigating Manager

If required, escalate to appropriate lead for action

Feedback to individual.
Learning to inform Trust's Patient Experience Strategy

Key Policies

[Full policy on speaking up can be accessed on the intranet resolution](#)
[Work/life balance](#)
[Health Wellbeing at work](#)
[Investigation](#)
[Equality, diversity and inclusion \(including hate crime\)](#)
[Fraud concerns](#)

Remember...

The Freedom To Speak Up Guardian (uhsussex.fts@nhs.net) and/or Staffside representatives can provide additional support, guidance and signposting.

Route Map - Raising Concerns/Speaking Up Pathways

I want to raise a concern about behaviour of others

