

USE OF MOBILE COMMUNICATION SYSTEMS: PORTABLE, AND CELLULAR PHONES, COMMUNICATION HANDSETS & OUTSIDE MEDIA BROADCASTS

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Division :
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Following review of current MHRA advice. This Document outlines the Policy for the Trust.

1. Staff who are issued with: -

- a) Cellphones - Analogue or Digital
- b) Security/Emergency/TETRA Communication Handsets.

should not use them **in close contact** to Patient Monitoring, Infusion or Life Support Medical Devices.

1.1 These devices should be switched off, and on no account should be left in standby mode.

1.2 In a real emergency i.e. fire within the building a minimum distance of **FIVE Metres** should be observed unless the risk of interference is secondary to the incident.

1.3 In the case of Communication Handsets it is safer if they are set in receive mode only.

1.4 The use of Phones to take any kind of picture or record sound is **prohibited** throughout the Trust premises unless the Senior person in charge has given prior permission at the time of usage and Trust Policy is adhered to.

2. In the case of Outside Media Broadcasts the personnel should be made aware of this from patient treatment areas. For Broadcast authority liaise with Director of Corporate Services.

3. Patients, Contractors or other Visitors to the premises should be discouraged from using such telephones within the Trust's buildings. Restrictions on the use of such telephones will be indicated by placing Prohibition Notices in strategic areas within the Trust where patients are connected to Medical Devices and may be at risk. (Posters are available from Medical Engineering Services). Otherwise designated areas allowing usage will be indicated and in others a 'Polite' notice displayed asking people not to use their phones as a matter of courtesy.

4. Ward Staff should pay particular attention and be aware of the restrictions in the use of these devices, and advise Patients, Visitors, Contractors, accordingly.
5. A statement should be inserted into documentation when patients are admitted to Hospital.
6. An Adverse Incidents involving possible interference from these sources with respect to medical devices should be reported in the usual manner to the Medical Engineering Services Manager as the nominated MHRA (MDA) Liaison Officer.

Reminder. When away from Trust premises staff must abide by the Law with respect to using a phone in a vehicle and thus on no account use it unless 'hand free' and within government guidelines. The Trust will not be held accountable.