

Roles and responsibilities

Department/Team	Responsibility
Clinical	Simulation training
Capital Projects	Sign off of handover from the builder.
Estates	Assets management, fire safety, medical gases, water, electrical systems, buildings management / maintenance.
Executive Team	Formal sign off and approval to open unit to patients.
Facilities	Cleaning, waste management, portering.
Governance, Safety & training	Health and safety sign, Control of Substances Hazardous to Health (COSHH), ventilation and environment.
Information Technology	Data, telephone, door systems, comms and clinical systems.
Infection Prevention & Control	Consideration of all areas for Infection Prevention & Control compliance
Patient Experience	Input into design including input from the visually impaired lead.
Pharmacy	Installation of medication cupboards, security and safe systems of work.
Procurement	Storage arrangements, stocking, contract management.
Security	Door access, closed circuit television, security systems.