



# Tell us what you think

## Our plan for Ambulance staff to start using Body Worn Videos



Body Worn Videos are cameras. They record sound. They video what is happening around the staff wearing them.

# Introduction



Ambulance staff get hurt 12 times every week.



Because of this more staff are off on sick leave. This means less staff to look after you and your community.



We have a 6 year plan called our Strategy to Transform 2020-2026.

Our plan says is it important to keep our staff safe.



We want our staff to start wearing **Body Worn Videos** on their clothing to help keep them safe.



Body Worn Videos are cameras. They record sound. They video what is happening around the staff wearing them.

They can help keep staff safe in two ways.



1. If people see Body Worn Videos it might stop them hurting staff. They know they could be filmed.



2. Police could use videos as information in court. This could help show that someone has hurt staff.



For 10 weeks we asked people what they thought about using Body Worn Videos. This is called a consultation.



Most people said they thought it was a good idea for ambulance staff to wear Body Worn Videos. They said it would help keep them safe.

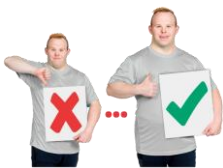


To read more about what people said please go to our website.

[www.nias.hscni.net](http://www.nias.hscni.net)



We now have a plan for ambulance staff to start using Body Worn Videos.



This plan gives more information about

- testing Body Worn Videos with some staff
- and making good changes before all staff start to use them.



The plan looks at how to manage risks.



Please read our plan. Then answer our questions to tell us what you think.



You can answer our questions until 5<sup>th</sup> August 2022.

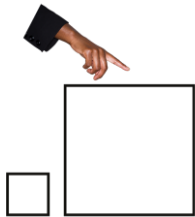
# Risks



The law says how we have to store and use information. For example, videos. We must make sure we follow the law.



People may not be happy to be filmed.



We have rules about what Body Worn Videos can be used for. People might try to use them in other ways. This would not be ok.



Videos could be accidentally deleted.



Videos or Body Worn Videos could be lost.



It may take time to let people see videos they are in.

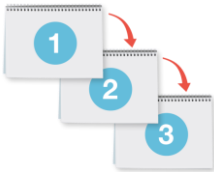
# Our plan

## Step 1 Plan



Plan what we will do and how we will do it.

## Step 2 Design



Plan how we will use Body Worn Video.

- What it will look like.
- How it will work.

## Step 3 Get ready



Get information and rules ready for using Body Worn Videos.

## Step 4 Test Body Worn Videos



Test Body Worn Videos with some ambulance staff. Make good changes before all staff use them.

## Step 5 Use



All ambulance staff across Northern Ireland start to use Body Worn Videos.

# Step 1 Plan

## Work with NIAS Trust Board and senior management



**Boards** are a group of people who make sure an organisation is run well.  
**Senior management** make important decisions for an organisation.

We have worked with them all the way through the project.

## Work with Trade Unions



**Trade Unions** are a group that staff join to help look after their rights and interests.

We have worked with Trade Unions all the way through the project.

## Resources



**Resources** are things that organisations need to run. For example, staff and money.

- The person looking after the running of the project is the Trust Risk Manager.
- The Violence Reduction Officer will look after Body Worn Video.
- Information and communication support will come from the ICT Department



# How we will tell people about our plan



We will tell ambulance staff and others about Body Worn Videos using



- webpages just for ambulance staff to use
- information put on an App for staff



- emails to ambulance staff
- WhatsApp for ambulance staff



- posters for ambulance stations
- MDT - this is a special way of sending and checking messages for emergency services



- monthly meetings for ambulance staff
- talking with Trade Unions all the way through



- presentations from managers at meetings with staff
- a Body Worn Video email that is checked by the Risk Management Team.

# Step 2 Design

## How will information be used?



Each Body Worn Video is used by the same staff for their shift. It is not shared.



A staff member can start filming using their Body Worn Video if

- they think they might be hurt by someone
- or they are being hurt.



At the end of each shift films are put onto a computer. Films will be encrypted. This means only people allowed to see the film will be able to see it.

## If the film can be used in court



2 copies of the film will be put onto a DVD. This will only be done by 1 of 5 staff.



One copy will be the original film. This is called the master copy. The other will be a copy that is worked on. For example, parts of the film may be blurred out or shortened.

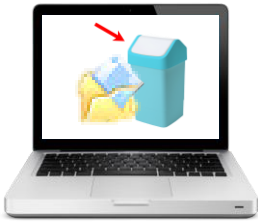


The master copy will be kept by the Information Governance Team.

The working copy will be passed onto the Police.



## If the film cannot be used in court



The film will be kept for no more than 31 days. It will then be deleted.

## Training office staff to use Body Worn Video information



Training for office staff will happen in June 2022. Training will include

- looking after and using information
- and thinking about risks.

## Training ambulance staff to use Body Worn Video



We have online training for staff. It is being tested by staff. You can ask to see a copy of this.

## We will use a Motorola VB400 camera



This is the camera we will use.

## Encryption



Film will be encrypted when it is taken and when it is put onto a computer. This means only people allowed to see it can see it.

A Video Manager will have a key to see the film. They will encrypt the film again when they store it.

# Step 3 Get Ready

## Policy, procedure and risk assessment documents



We have made policies, procedures and risk assessments for the use of Body Worn Video. They will be tested. You can ask us for a copy of these documents



**Policy** is a set of rules about how things are done.

**Procedure** tells you the steps you should take to do something.

**Risk assessments** are when you look at what risks there are. You do things to make risk less or take risks away.

## Governance



**Governance** is how something will be run.

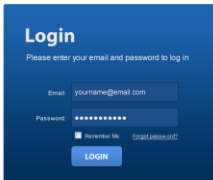
Governance for Body Worn Videos will include Policy, procedure and training.



- Staff will sign an agreement on how Body Worn Videos are used.



- Staff will have ID cards so we know which Body Worn Videos they have and when they are returned.



- Some staff can see information about staff using Body Worn Videos. These staff members will get extra training. They will have a password.



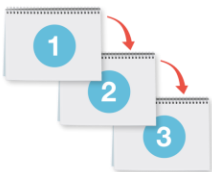
- If staff are hurt they will be looked after by
  - ✓ the Violence Prevention and Reduction Group
  - ✓ and the Health and Safety Committee.



- Information and privacy will be looked after by
  - ✓ the Information Governance Group
  - ✓ and the Informatics Assurance Group.



- The Project Manager will write a report on
- times when staff have been hurt
  - and times when people have asked for information.



- The Project Manager and Project Lead will look into any time a staff member was hurt. They will see what needs to be done next.



- We will write reports for
  - ✓ the Audit and Risk Assurance Committee and
  - ✓ and the Trust Board.

## Things we need to do



We will look at Ambulance stations. We will see if they have everything they need to start using Body Worn Videos. For example, space, storage, plugs.



We will build space for storing the information from our computers.



We will look at ID badges. We will see how they work with Body Worn Videos.



We will put equipment into ambulance stations. For example, cameras and chargers. If it goes well we will put in more equipment.

# Step 4 Test

## Wearing Body Worn Videos



You can attach Body Worn Videos to uniforms in different ways. We will look at which way is best.

## Charging Body Worn Videos



We will look at how long the battery lasts in Body Worn Videos. We will look at if it is better to charge them in our ambulances or at ambulance stations.

## Policy and procedure



We will look at

- how staff follow our rules for using Body Worn Videos
- how information is being looked after
- our policies and procedures.

We will make changes so it is better.

## Plan for testing



1. March 2022

Test that Body Worn Videos are working and ready to use.



2. April or May 2022

Test Body Worn Video in one Ambulance Station in Belfast. This ambulance station was carefully chosen.

# Step 5 Use

## Starting to use Body Worn Video



We will start to use Body Worn Video after this consultation.



Our plan for starting to use Body worn Videos after they have been tested.

1. Use Body Worn Video in 1 Belfast Ambulance station.
2. Ambulance stations are put into a group called a division. 1 ambulance station in 5 divisions will start to use Body Worn Video.



## Using Body Worn Cameras at all stations



We have looked at the training for Body Worn Videos. We plan that this will become part of the training for all ambulance staff at all stations.



# Body Worn Video Consultation Questionnaire



1. Between 2021 and 2022 ambulance staff were hurt 688 times.

Did you know this?



Yes



No



2. Are you happy with our plan for ambulance staff to start using Body Worn Video?



Yes



No



3. What do you think about our plans for looking after information from Body Worn Videos?



4. Do you have any other comments?

A large, empty rectangular box with a black border, intended for providing comments or answers to the question above.

# Your contact information



Your name



Your address and postcode



Your telephone number



Your email address

# I am providing feedback as a...

Patient

Member of staff

## If you are a member of staff then please tell us about your organisation

HSC  
Organisation

Public Authority

Trade Union  
representative

Community /  
Voluntary Sector

Other

Name of Organisation

## Returning your questionnaire



**Please send you questionnaire back to**

Body Worn Video Public Consultation Equality and  
Public Involvement Office  
NIAS Headquarters  
Site 31 Knockbracken Healthcare Park  
Saintfield Road  
Belfast  
BT8 8SG



**Or email it to**

[consultation@nias.hscni.net](mailto:consultation@nias.hscni.net)

**Thank you for taking the time to do this questionnaire.**