

# Datix

## Reporting an incident

### Aim:

- To improve staff understanding & ability to report safety incidents on Datix system

### Objectives:

- Improve awareness of incidents that should be reported
- Improve understanding of the incident reporting form and the information required

These sessions are to provide staff with an understanding of how to report incidents on Datix and are open to all members of staff.

<b>Date</b>	<b>Time</b>	<b>Location</b>
Wednesday 26 <sup>th</sup> January	10:00 – 11:00	Microsoft Teams Meeting
Thursday 21 <sup>st</sup> April	14:00 – 15:00	Microsoft Teams Meeting
Tuesday 19 <sup>th</sup> July	14:00 – 15:00	Microsoft Teams Meeting
Wednesday 28 <sup>th</sup> October	09:00 – 10:00	Microsoft Teams Meeting

To attend one of the sessions please email [Datix@lthtr.nhs.uk](mailto:Datix@lthtr.nhs.uk) giving the date and time you wish to attend along with your name, department and contact number.