

Medical Gas Committee TERMS OF REFERENCE

1.	Purpose
	The Medical Gas Committee will • Provide effective strategic professional and clinical leadership for the safe and effective use of medical gases in all GHC settings • Oversee the general operation and management of the Medical Gas Pipeline System and compressed medical gas cylinder usage across the Trust together with all facets of medical gas operational policy • Provide assurance to the Trust Board of compliance with relevant standards and best practice guidance ensuring safe patient care with medical gases For the business of this committee medical gases will include: • Oxygen • Entonox (nitrous oxide and oxygen) • Nitrous oxide • Medical air • Liquid Nitrogen • Carbon dioxide
2.	Membership
	Chief Pharmacist- Chair Inpatient unit representatives – mental health, learning disability and physical health Dental services representative Security manager Procurement/contracting manager Facilities Manager Estates Manager/ Piped Gas Authorised Person (AP) Unscheduled care representative Sexual health service representative Theatre Manager Training/resuscitation Team Lead
	Other Officers of the Trust may attend at the discretion of the Committee Chair. Any other Trust Board Member may attend the meetings.
3.	Quorum
	Chair 4 members
4.	Reporting Arrangements
	The committee reports to the Medicines Optimisation Committee
5.	Powers
	To make recommendations regarding safe practice with medical gases to the Board

6	Responsibilities
	• To advise on and develop trust policies, national guidance and documentation relevant to medical gases • To promote good practice with regard to medical gases • To undertake or commission risk assessments relating to medical gases, making recommendations to manage identified risks • To develop and monitor the medical gas action plan • To review all incidents/ near misses involving medical gases and identify trends and make recommendation • To consider notices from the Medicines Healthcare Products Regulatory Agency (MHRA) or suppliers and ensure appropriate and necessary action is taken • To provide minutes and progress against action plans to the Medicines Optimisation Committee • Ensure compliance with HTM-02 Medical Gas pipeline system • Training needs for all colleagues involved in handling medical gases will be kept under review to ensure the training programmes are effective • The ensure the safe and secure handling, prescribing/de-prescribing and storage of medical gases • To consider audits to provide assurance • To maintain a risk register relating to medical gases • To ensure a safe working environment for colleagues with regard to medical gases • To advise on equipment relating to medical gases
7.	Frequency and Review of Meetings
7.1	The Committee will meet bimonthly Minutes actions from the meetings will be prepared and distributed to the members and published on the intranet
7.2	These Terms of Reference will be reviewed annually