HSSI Report Template

Published XX Month 2021

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| Document filename: | **HSSI Report Template** | | |
| Project | **Service Management Standard** | Status | **Published** |
| Owner | **Live Services Primary Care Team** | Version | **2.0** |
| Author | **Service Management** | Version issue date | **12/05/2023** |

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| HSSI Summary | |
| **Supplier Reference** |  |
| **Service Bridge Reference** |  |
| **Reported By (Customer, Automated, or Alert)** |  |
| **HSSI Description** |  |
| **Systems / Components Affected** |  |
| **HSSI Scope / Impact (Clinical, IG, Security, No. of sites impacted)** |  |
| **HSSI Severity** |  |

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| --- | --- |
| HSSI Date & Time | |
| **HSSI Start Date & Time** |  |
| **Date & Time HSSI Declared** |  |
| **HSSI Resolved Date & Time** |  |
| **Duration of HSSI (Hours & Minutes)** |  |

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| HSSI Timeline | |
| **Date & Time** | **Details** |
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| Root Cause Analysis |
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| Resolution Details |
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| Preventative Actions | | |
| **Change / Problem / Sip / Other** | **Details** | **Status** |
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| NHS Digital Feedback | |
| **Questions** | **Supplier Feedback** |
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