



**INVENTORY**

SIGN IN SOLUTIONS

**CASE STUDY**  
**GARTNAVEL GENERAL**  
**HOSPITAL**

### The Client:

Gartnavel General Hospital is situated in the west of Glasgow and offers a broad range of medical and surgical sub-specialties. The hospital employs around 38,000 staff and provides healthcare to over 1.1 million people. The Estates and Facilities Department are responsible for maintaining a high quality healthcare environment in compliance with statutory NHS healthcare standards and guidelines.

### The Challenge:

The Estates Department within Gartnavel General Hospital required the employment of a vast number of specialist contractors. Because of this, the hospital then in turn needed a system that would allow them to improve their contractor sign-in process as well as general contractor management across their site. The hospital's existing sign in process included manual registration and a paper-based induction and key tracking sheet.

### The Solution:

When looking for ways in which to improve their current processes, Gartnavel considered a variety of solutions before selecting InVentry. InVentry was chosen because of its ease of use and fantastic system features including contractor time cards and reporting, check and key management as well as on-screen inductions. The contractor checks tool was particularly useful for Gartnavel as it allowed them to manage checks for contractors in one central place. These checks included RAMS, method statements, permits to work as well as insurance documentation. Using the InVentry system means that without these necessary checks being completed, contractors are unable to sign in to the system - including when these checks have expired. The key management module has also proven successful for Gartnavel. Each key has been setup on the system with a barcode assigned. When a key is signed out of the system, the contractor is asked to submit their name and phone number so reception is able to clearly identify who has booked the key out. When the contractor returns to hand over the key, it's signed back in by the swipe of its barcode. Sandra Duff, Estates Secretary, has also commented further on InVentry's ability to manage keys stating

"this was a real challenge for us before InVentry and it's triggered such a transformation in terms of managing contractors. I can't put into words how simple the system is to use and how dramatically it's effected my workload. I now simply direct the contractor to the sign in screen and ask them to follow the instructions, I can then take myself away to concentrate on other tasks I need to complete."

Another feature of Gartnavel's InVentry system is its approved contractors' module. This stores all contractor details centrally meaning that once they're saved and approved, contractors are able to simply swipe their card to sign in and out. When speaking to Sandra on this feature, she also commented

"InVentry has really streamlined our process and helped us move away from our previous old-fashioned system for managing visitors and contractors. It's also enabled us to better safeguard our staff, visitors and patients by ensuring that everyone on-site is checked and has appropriate access around the building. I really couldn't recommend InVentry enough - from the initial exploratory discussions right through to installation and support - the team have been fantastic - we're happy to promote such a fantastic product and company!"





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