



**University Hospitals
of North Midlands**
NHS Trust

Ref: FOIA Reference 2019/20-231

Royal Stoke University Hospital
Quality, Safety and Compliance Department
Newcastle Road
Stoke-on-Trent
Staffordshire
ST4 6QG

Date: 26th July 2019

Email foi@uhnm.nhs.uk

Dear

I am writing in response to your email dated 23rd July 2019 requesting information under the Freedom of Information Act (2000) regarding risk registers from all inpatient mental health facilities.

As of 1st November 2014 University Hospitals of North Midlands NHS Trust (UHM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

Q1 Under the Freedom of Information Act (2000), I would like to see the risk registers from all inpatient mental health facilities under your Trust. As I understand it, the risk register can refer to the risk assessment for the ward/facility. It can also refer to the staffing level requirements.

The information I am looking for is: the staffing levels, ie the number of staff required per shift and the number of staff who were actually present for the shift.

However, I would prefer to have the entire document(s), particularly if this is quicker for you.

If not already included in the risk registers, then please could you find for me the staff requirements (i.e. how many staff should be on duty and which type of staff) for each shift, and the number and type of staff who were actually present on each shift.

By 'type of staff' I mean the role of each staff member: eg support worker, mental health nurse, etc.

The dates for which I would like the information are:

- June, December 1990;
- June, December 1995;
- June, December 1998;
- January, June, December 2000;
- January, June, December 2003;
- January, June, December 2005;
- January, June, December 2007;
- January, June, September, December 2010;
- January, June, September, December 2013;
- All of 2014-2019



If this work is taking longer than the statutory time limit of three and a half working days, then please do as much information collecting within the time as possible, then stop and send me the results please.

If this is not information you hold because you do not have such facilities, please wing back a quick email stating as much and accept my apologies.

A1 Information not held due to the Trust not operating a mental health service, this is managed by North Staffordshire Combined Healthcare NHS Trust. If you wish to redirect your request to the Trust you can do so by post or email as below:

communications@northstaffs.nhs.uk
North Staffordshire Combined Healthcare NHS Trust
Trust Headquarters
Lawton House
Bellringer Road
Trentham

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

UHNM NHS Trust is a public sector body and governed by EU law. FOI requestors should note that any new Trust requirements over the EU threshold will be subject to these regulations and will be advertised for open competition accordingly.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

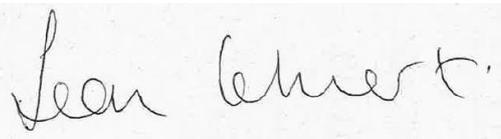
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

If following review of the responses I can be of any further assistance please contact my secretary on 01782 676474.

Yours,



Jean Lehnert
Information Governance Manager