



Ref: FOIA Reference 2018/19-484

Date: 21st November 2018

Tel: 01782 676474

Email FOI@uhn.nhs.uk

Dear

I am writing in response to your email dated 14th November 2018 requesting information under the Freedom of Information Act (2000) regarding Orthoptic work experience.

As of 1st November 2014 University Hospitals of North Midlands NHS Trust (UHNM) 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 I have been seconded into a post funded by the Office for Students as part of the Strategic Interventions in Health Education Disciplines programme. My role is to explore barriers prospective Orthoptic students face when trying to secure a work experience/shadow placement in Orthoptic departments in England.

To understand current practices I would like to request the following information:

1. How many applications for Orthoptic work experience did your Trust receive in?

- a) Sept 2016 - Sept 2017**
- b) Sept 2017 - Sept 2018**

A1 Please see below:

- a) Between September 2016 and September 2017, seventeen (17) applications for Orthoptic work experience were received
- b) Between September 2017 and September 2018, one (1) application for Orthoptic work experience was received

Q2 How many applications resulted in a work experience placement?

A2 Please see below:

- a) Between September 2016 and September 2017, 17 applications resulted in a work experience placement
- b) Between September 2017 and September 2018, 1 application resulted in a work experience placement

Q3 What is the minimum age for work experience in Orthoptics?

A3 The minimum age for work experience in Orthoptics is 16 years old

Q4 Do applicants for work experience in Orthoptics require a Disclosure and Barring Service (DBS) check?

A4 A self-declaration form is completed.

Q5 What paperwork are applicants required to complete?

A5 The following forms are required to be completed:

- Trust work experience application form
- Occupational health form
- Confidentiality form
- Self-declaration form

Q6 Are applicants required to complete an induction?

A6 Applicants are required to read and sign the Trust work experience induction PowerPoint presentation and to complete the local induction upon arrival

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

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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,



Leah Carlisle
Deputy Head of Quality, Safety & Compliance