



Ref: FOIA Reference 2023/24-337

Date: 26th January 2024

Email foi@uhnm.nhs.uk

Dear

I am writing to acknowledge receipt of your email dated 29th August 2023 requesting information under the Freedom of Information Act (2000) regarding rostering

On the same day we contacted you via email as in order to continue with your request we require clarification what you mean by Community Activities and Expense Management ?

On 4th October 2023 you replied via email with the following:

'Question - To continue with your request we require clarification what you mean by Community Activities and Expense Management ?

By scheduling Community Activities we are meaning the scheduling (matching of staff to visits/appointments) in services such as: District Nursing, Community Therapists, Discharge to Assess, Rapid Response Teams etc. Basically, services delivered to patients in their own homes.

By expenses we mean – out of pocket expenses, including mileage claims for both community and non community based staff across the organisation.'

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 would like to raise a Freedom of Information request. Please complete the questions below and return to me:

| For Rostering, what software system do you use? | What is the contract end date for your Rostering software? | For Scheduling Community Activities, what software system do you use? | What is the contract end date for your Community Scheduling software? | For Expense Management what software system do you use? | What is the contract end date for your Expense Management software? | How many staff are employed in the Trust? | How many Trust employees are Community based? |
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| | | | | | | | |

A1 See below:

| For Rostering, what software system do you use? | What is the contract end date for your Rostering software? | For Scheduling Community Activities, what software system do you use? | What is the contract end date for your Community Scheduling software? | For Expense Management what software system do you use? | What is the contract end date for your Expense Management software? | How many staff are employed in the Trust? | How many Trust employees are Community based? |
|---|--|---|---|---|---|---|---|
| Allocate (covers the below): <ul style="list-style-type: none"> • HealthRoster 11 • Optima 11 (this is the newest name) • Medical online • BankStaff • Employee Online • Activity Manager • Activity Planner • E-Rostering • Datix (workforce) | 31/03/2026. | Not applicable | *Information not held | EASY – provided by Giltbyte | *Information not held | Substantive Headcount = 12,030 | 83 Headcount |
| CLW Rota | 31 st October 2025 | | | | | | |

*Information not held by UHNM, Midlands Partnership NHS Foundation Trust may hold this and they can be contacted at the following address: foi@mpft.nhs.uk

*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.

Yours,



Rachel Montinaro
Data Security and Protection Manager - Records