



Ref: FOIA Reference 2019/20-586

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

Date: 4th February 2020

Email foi@uhnm.nhs.uk

Dear

I am writing in response to your email dated 15th January 2020 requesting information under the Freedom of Information Act (2000) regarding consultant PAs.

I can neither confirm nor deny whether the information you have requested is held by the Trust in its entirety. This is because the information requested in question 8b is not held centrally, but may be recorded in individual divisional/departmental records. In order to confirm whether this information is held we would therefore have to individually access all divisional/departmental records within the Trust and extract the information where it is present. We therefore estimate that complying with your request is exempt under section 12 of the FOI Act: *cost of compliance is excessive*. The section 12 exemption applies when it is estimated a request will take in excess of 18 hours to complete. We estimate that accessing and reviewing all divisional/departmental records and then extracting relevant information would take longer than the 18 hours allowed for.

In addition to the section 12 exemption the Trust is also applying section 14 (1) exemption: *oppressive burden on the authority*

Under section 16 of the FOI Act we are required to provide requestors with advice and assistance where possible. We would therefore like to advise you that if your request is shortened to just the questions that we are able to comply within the 18 hour time frame. In order to avoid delay to your response we have provided this below.

On the same day we contacted you via email as we required the following clarification:

Q1-8 please confirm as to what you mean by PAs?

Q3 Clarification as to what you mean by "standard PA"?

Q3 Clarification as to what you mean means by "additional PA"?

Q5 Please clarify what you mean by "DCC activity"?

Q8 Please clarify what you mean by "Emergency List

On 30th January 2020 you replied via email the following:

Q1-8 please confirm as to what you mean by PAs? **"Programmed activities", the unit used by hospitals to plan consultant work.**

Q3 Clarification as to what you mean by "standard PA"? **Programmed activities that are included in the consultants main contract (ie up to a maximum of 10PAs)**

Q3 Clarification as to what you mean means by “additional PA”? **Programmed activities additional to those that are in the main contract (ie regular PAs above 10)**

Q5 please clarify what you mean by “DCC activity”? **Direct clinical care**

Q8 please clarify what you mean by “Emergency List” **Any list being done outside 9-5 Monday to Friday**

On 31st January 2020 we contacted you via email as your above clarification for Q8 was insufficient as you have just referred to it as “any list” - is this a emergency theatre list or an outpatient appointment list?

On the same day you replied via email with:

“This means emergency theatre list.”

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 Does your Trust have an electronic job planning system?

- Yes
- No

A1 Yes

Q2 At your Trust how many permanent consultant staff (please provide both head count and WTE) were employed in:

- a. November 2017
- b. November 2018
- c. November 2019

A2 Please see below: Consultant FTE and Headcount (Permanent staff only)

Staff Group	2017 / 11	2018 / 11	2019 / 11
FTE	446.92	451.54	456.14
Headcount	459	463	469

Q3 How many consultant PAs were fully funded at your Trust (I.e. formally incorporated into job plans as standard PAs or additional PAs) in:

- a. November 2017
- b. November 2018
- c. November 2019

A3 Please see below:

- a) 489 Job Plans with a total of 5,602.232 PA’s included.
- b) 532 Job Plans with a total of 6,017.982 PA’s included.
- c) 553 Job Plans with a total of 6,134.784 PA’s included.

NB: relates to Permanent and Fixed Term Consultants

Q4 How many consultant PAs were delivered at your Trust by permanent consultant staff (i.e. total number of PAs including additional waiting list activity and additional sessions outside the job plan) in:

- a. November 2017
- b. November 2018
- c. November 2019

A4 Answer is as A3 except that Waiting List Initiative (WLIs) are not counted in PA's.

Q5 How many Direct Clinical Care PAs (job planned DCC activity) were delivered by permanent consultant staff in:

- a. November 2017
- b. November 2018
- c. November 2019

A5 Please see below:

- a) 489 job plans total 4,320.915 DCC PA activity
- b) 532 job plans total 4,699.870 DCC PA activity
- c) 553 job plans total 4,804.791 DCC PA activity

NB: relates to Permanent and Fixed Term Consultants

Q6 How many additional extra contractual activity PAs (e.g. Waiting List Initiative PAs and extra clinics) were delivered by permanent consultant staff in:

- a. November 2017
- b. November 2018
- c. November 2019

A6 Answer as A4

Q7 In 2019, how many permanent staff consultants at your Trust have applied to reduce the number of PAs they do per week?

A7 In accordance with the annual job planning process records are not kept of how the changes to the job plan occur as this is a discussion process between a Clinical Manager/Director and the Consultant. Job plan changes can go up / down or remain the same taking into account business and personal needs.

Q8 At your Trust, how many of the following have been cancelled or not scheduled due to consultant staff unavailability since the start of 2019?

- a. Waiting List Initiative PAs
- b. Emergency List PAs

A8 Please see below:

- a) No records are held on the cancellation of WLI's
- b) Section 12 and 14 exemptions as detailed above.

*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.

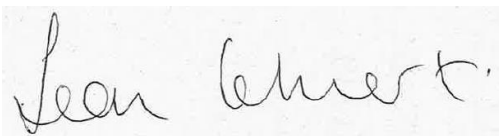
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and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