

Freedom of Information Request

Ref: UHB 19-453

2 August 2019

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

Request:

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

Response:

University Hospitals Bristol NHS Foundation Trust does not have Mental Health In-patient facilities. In the Liaison Psychiatry Service of our Trust, staffing levels are not recorded on the

Divisional risk register as there are no staffing vacancies and all shifts are always covered. The team has never used agency staff. The team does not keep a record of staffing levels but the Trust can confirm that since 2016 there has never been an uncovered shift.

Please see below the staffing cover since 2015 and up to present:

- Consultant Psychiatrist: Mon-Fri 0900-1700hrs at least one per shift; Sat-Sun Consultant is on call.
- Clinical Nurse Specialist: Mon-Fri at a minimum we have one on the early shift (0700-1500hrs); one on the mid shift (0900-1700hrs); and one on the late shift (1300-2100hrs). On weekends we have one early nurse and one late nurse per day.
- Staff-Grade Doctor: Mon-Fri 0900-1700hrs at least one per shift.
- Trainee Doctors: Mon-Fri 0900-1700hrs at least two per shift (depending on rotation).
- Admin Colleagues: Mon-Fri 0800-1700hrs at least 3 per shift.

Information for years before 2015 are not held by the organisation.

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Trust Secretary
University Hospitals Bristol NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

FOI Team
UH Bristol NHS Foundation Trust