



Ref: FOIA Reference 2021/22-368

Date: 27<sup>th</sup> October 2021

Email [foi@uhnm.nhs.uk](mailto:foi@uhnm.nhs.uk)

Dear

I am writing to acknowledge receipt of your email dated 15th October 2021 requesting information under the Freedom of Information Act (2000) regarding Rota and Rostering Supplier

As of 1<sup>st</sup> 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 I am writing to request information under the Freedom of Information Act regarding Rota and Rostering Supplier information. Please can you complete the below questions.**

**1. What rota software(s) and provider(s) does the Trust use for medical staff (junior doctors and consultants)? (a rota is a pattern of shift work with no individuals attached to it. A rota is used to form a blueprint of compliance or rules based on working patterns for a department, team or unit e.g. to create junior doctor rotas compliant to the 2016 Junior Doctor contract. Rotas are not to be confused with rosters (when shifts are allocated to workers))**

A1 I can confirm that the Trust holds information regarding rota software, but feel this information is exempt under section 21: information reasonably accessible by other means. This is because the information is available via the Trust's public website at the following link: FOI ref 315-2021

<http://www.uhm.nhs.uk/about-us/regulatory-information/freedom-of-information-publication-scheme/freedom-of-information-disclosure-log/>

**Q2 What is the contract start and end date for the software(s) in Question 1?**

A2 As answer 1

**Q3 What percentage of medical doctors are using the software(s) in Question 1?**

A3 As answer 1

**Q4 What framework was used to procure the supplier(s) in Question 1? Please state the specific name of the framework e.g. G-Cloud, HealthTrust Europe, etc.**

A4 As answer 1

- Q5 What rota software(s) and provider(s) does the Trust use for surgical staff?**
- A5 As answer 1
- Q6 What is the contract start and end date for the software(s) in Question 5?**
- A6 As answer 1
- Q7 What percentage of surgical doctors are using the software(s) in Question 5?**
- A7 As answer 1
- Q8 What framework was used to procure the supplier(s) in Question 5? Please state the specific name of the framework e.g. G-Cloud, HealthTrust Europe, etc.**
- A8 As answer 1
- Q9 What rota software(s) and provider(s) does the Trust use for anaesthetics?**
- A9 As answer 1
- Q10 What is the contract start and end date for the software(s) in Question 9?**
- A10 As answer 1
- Q11 What percentage of anaesthetists are using the software(s) in Question 9?**
- A11 As answer 1
- Q12 What framework was used to procure the supplier(s) in Question 9? Please state the specific name of the framework e.g. G-Cloud, HealthTrust Europe, etc.**
- A12 As answer 1
- Q13 Does the Trust have any projects or procurements for a rota or rostering software on-going or scheduled in the next 12 months?**
- A13 No
- Q14 If yes, list the upcoming projects or procurements and their planned start dates?**
- A14 Not applicable
- Q15 In order to participate in a rota or rostering tender, what is the process?**
- A15 The existing contract runs until 27/11/2023 and no firm plans have yet been put in place in respect of the process to be followed. It is likely that the Trust would utilise a framework access route e.g. via Framework Contracts put in place for Software by such organisations as Health Trust Europe or NHS Shared Business Services etc but this would be dependent on what Frameworks were in place and the access rules and any award rules for such frameworks.

Clearly at this stage with any new contract being 2 years away there may be changes in NHS national guidance on such systems etc and the Trust would have to take these into account. It would be helpful if any prospective suppliers were able to offer their software through such frameworks although at this stage no firm decisions have been made on the route the Trust will take.

**Q16 Is your rota supplier the same as your rostering supplier?**

A16 Yes

**Q17 If no, please state the name of the rostering software(s) and provider(s) for the above staff groups (medical, surgical and anaesthetics.)**

A17 Not applicable

**Q18 Please state the contract start and end dates for the rostering software(s) in Question 17.**

A18 As answer 1

**Q19 What is the job title(s) and department(s) of the decision maker(s) on the above software(s)?**

A19 There are 2 key user Departments who would determine the requirements of the Staff Rostering Software (i.e. what the software would need to do).

Human Resources (Medical Staffing) in respect of the Junior Doctors etc.

Nurse Admin / Nurse Bank in respect of Nursing Staff and Bank Nursing Staff and as such a key contact would be the Trusts Director of Human Resources in respect of both of the above.

From a commercial point of view the Trusts Procurement Team would be involved and so a key contact would be the Director of Procurement for the Trust.

**Q20 What is the annual cost of the above rota and rostering software(s)?**

A20 As answer 1

**Q21 Are there any exit costs incurred for changing the above rota and rostering software(s)? If yes, please state the exit costs.**

A21 As answer 1

**Q22 What is the notice period for the above software(s)?**

A22 The Trust have a firm commitment to use the current software until 27/11/2023

**Q23 What other rota and rostering systems are used by the Trust? Please state the names of any providers used and what they are used for?**

A23 None

\*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.

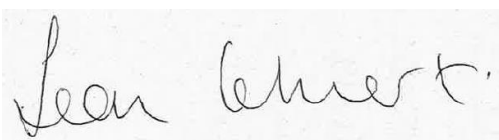
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and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

If following review of the responses I can be of any further assistance please contact my secretary on 01782 671612.

Yours,





**University Hospitals  
of North Midlands**  
NHS Trust

Jean Lehnert  
**Data, Security & Protection Manager**

