



Ref: FOIA Reference 2020/21-080

Date: 15th June 2020

Email foi@uhn.nhs.uk

Dear

I am writing in response to your email dated 8th June 2020 requesting information under the Freedom of Information Act (2000) regarding BAME

On our acknowledgment we added the following statement:

The University Hospitals of North Midlands Trust is committed to the Freedom of Information Act 2000.

However, the NHS is facing unprecedented challenges relating to the coronavirus (COVID-19) pandemic at the current time. Understandably, our resources have been diverted to support our front-line colleagues who are working tremendously hard to provide care for our patients, and to those in need of our services.

We strive to be transparent and to work with an open culture. But at this time, whilst care of our patients and the safety of our staff takes precedent, it is likely that responses to some requests for information will be delayed. We apologise for this position in advance, and will endeavour to provide you with as much information as we can, as soon as we are able.

The Information Commissioners Office has recognised the current situation in the NHS.

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 Under the Freedom of Information Act, please could the trust provide information relating to the following questions about COVID-19 staff risk assessment?

Please state (yes or no) whether your Trust has carried out a risk-assessment of staff at potentially greater risk of COVID-19, including people from Black, Asian and Minority Ethnic backgrounds. [If answer to Q1 is yes, please answer questions 2-5]

A1 We have actively targeted risk assessments for vulnerable workers. In May 2020 in light of the emerging evidence of higher risk to BAME staff we reviewed and updated our Risk Assessment to include BAME workers and held a session for managers on the requirement to risk assess all BAME staff. We also wrote to all BAME staff about the risk assessment and processes in place to support our BAME workers and sent this directly via email to all our BAME staff. We held a Facebook Live session for BAME staff where we explained the risk assessment process and we have actively engaged with our BAME staff network to ensure that we are meeting the needs of our BAME staff.

We continue to work with our Occupational Health Provider in ensuring our risk assessment is in accordance with best practice.

Q2 Please state when this risk assessment was carried out.

A2 The risk assessment process commenced from May 2020

Q3 Please provide a short summary of what the risk assessment entailed.

A3 Our Risk Assessment entails the manager and staff member completing a risk assessment form (which has supporting guidance), which has been created with our Occupational Health Provider. The Risk Assessment tool identifies level of risk and any necessary mitigating action in addition to having a supportive conversation about concerns or anxieties the staff member may have.

Q4 Please provide a copy of the findings of the risk assessment.

A4 We are unable to provide a figure on the number of risk assessments that have been carried out as we are not recording this centrally at the present time. We are currently developing an audit process in which we can monitor and provide assurance on the number of risk assessments that have been undertaken.

We have undertaken sample audits of completed risk assessments from across the organisation.

Q5 Please list and provide brief details of any measures that your Trust has subsequently put in place to offer protection to staff who are at higher risk from COVID-19.

A5 Mitigating action is informed by the level of risk and can include being removed from a clinical area, or from undertaking certain tasks to working from home etc. for those staff that fall into medium or high risk categories. Our Occupational Health Service can provide additional support and advice to managers.

*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.

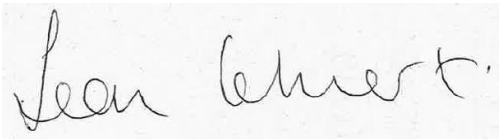
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and 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 671612.

Yours,



Jean Lehnert
Data, Security & Protection Manager