



Ref: FOIA Reference 2020/21-078

Date: 15<sup>th</sup> June 2020

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

Dear

I am writing in response to your email dated 5<sup>th</sup> June 2020 (received into our office 8<sup>th</sup> June) 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 1<sup>st</sup> 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 am looking at the issue of risk-assessment for black, Asian and minority ethnic (BAME) NHS workers in light of the potential greater risks of COVID-19 for these staff members (see below for further background info).**

**Questions:**

**1. Are you carrying out risk assessments for all BAME staff that work for your Trust? And if so, how many have you carried out to date?**

A1 We have updated our Vulnerable Staff Risk Assessment to include BAME workers. We expect all of our BAME staff to have been risk assessed. 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.

The Risk Assessment applies to all staff including bank workers.

**Q2 What does your risk assessment entail?**

A2 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. 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.

**Q3 How many BAME staff do you have at your Trust? (Please include bank, agency, locum, students if possible and explain if you have or haven't and why or why not).**

A3 Please see below

Asian or Asian British	2254
Black or Black British	442
Mixed	227
Not Stated	352
Other Ethnic Groups	339
#N/A	38
<b>Grand Total</b>	<b>3652</b>

Data is as at 30th April 2020

Data includes bank only staff

#N/A is the number of staff whose BME status is not yet recorded

BME status is not recorded for Agency workers as these are not Trust employees

**Q4 Does the Trust wait for staff to seek risk assessments or does the Trust actively risk assess all members of staff?**

Please can your data be from 29 April 2020 to an including 5th June 2020.

**Background info:**

On 29 April 2020, Simon Stevens wrote a letter to all trusts saying all NHS workers from black, Asian and minority ethnic backgrounds should be risk-assessed because of concern they may be at greater risk from COVID-19.

**On the 12 May the Faculty of Occupation Medicine released a Risk reduction framework for NHS staff at risk of COVID-19 infection.**

A4 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.

\*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.

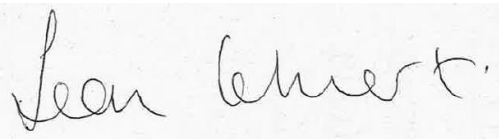
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and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

A handwritten signature in black ink on a light-colored background. The signature reads "Jean Lehnert" in a cursive script.

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