

Date: 09/01/2015

FREEDOM OF INFORMATION ACT 2000 - Ref: FOI/012059

With reference to your FOI request that was in connection with 'Payroll' please see response below.

Question 1

When calculating the percentages of occasions that a monitored rota is compliant with the banding requirements for natural breaks, do your standard systems or processes undertake such calculations solely with reference to returned diary cards, or are there instances where they use substituted date?

If there are such circumstances in which substituted data is used please provide a description of those circumstances.

[Our processes do not allow instances of substituted data](#)

Question 2

When calculating the percentages of worked periods of duty for which monitoring returns have been provided in order to determine the validity of a monitoring exercise, do your standard systems or processes undertake such calculations solely with reference to worked periods of duty, or are there instances where they include unworked shifts.

If there are such circumstances in which data for unworked shifts is used please provide a description of those circumstances.

[Our processes make reference to worked periods of duty](#)

Question 3

Do your standard systems or processes facilitate a DiT who has worked a 10 hour shift, but who has not received any natural breaks, to report more than instance of failure to provide natural breaks? If the answer is yes please can you confirm how your system achieves this, providing a copy of screenshot(s) or other documentation that demonstrates this functionality in operation?

[Our processes enable Doctors to report more than one failure of achieving natural break](#)

Question 4

Do your standard systems or processes facilitate a DiT who has worked a half-day (e.g 4 hour) shift, for whom no natural break entitlement has arisen, to report a null value instead of having to report an instance of compliance or non-compliance? If the answer is yes please can you confirm how your system achieves this, providing a copy of screenshot(s) or other documentation that demonstrates this functionality in operation?

[Our processes do not enable a doctor to report a null value](#)

Question 5

Do your standard systems or processes provide that a rota be awarded a Band 3 payment when, on less than 75% of occasions on which a DiT is working an on-call pattern, the DiT does not receive both rest equivalent to at least one half of the out-of-hours duty period and a minimum of five hours continuous rest between 10pm and 8am on the same occasion?

If the answer is yes please can you confirm how your system achieves this, providing documentation that substantiates your answer?

If the return is less than 75% the exercise is regarded as non-compliant