

Date: 24/09/2015

FREEDOM OF INFORMATION REQUEST FOI/012417 – Temporary staff booking team

Please note that telephone communication and email communication at the Trust is for day to day Trust services. To avoid follow up communications, resulting from Freedom of Information requests, causing disruption to those services I have provided you with the postal address details for the Head of Service responsible for the Staff Lead Positions shown below.

Q1

Does your trust have a centralised temporary staff booking team?

Yes or No? - YES

If Yes, which categories does it book for?

Doctors (all grades) - YES

Staff Lead Position - HR Medical Workforce Administrator

Contact:

Julie Lamb, Head of Human Resources,
2nd Floor, South Block,
Russells Hall Hospital
Dudley
West Midlands
DY1 2HQ

Nurses & HCAs - YES

Staff Lead Position - Deputy Systems Staff Bank Manager

Contact:

Julie Lamb, Head of Human Resources,
2nd Floor, South Block,
Russells Hall Hospital
Dudley
West Midlands
DY1 2HQ

Non-Medical & Non Clinical - YES

Staff Lead Position - Recruitment Manager

Contact:

Julie Lamb Head of Human Resources,
2nd Floor, South Block,
Russells Hall Hospital
Dudley
West Midlands
DY1 2HQ

Allied Health Professionals and Health Science Services – Not centrally managed- locally managed so no contact.

Q2

Who is your Head of Procurement and who is your Senior Buyer/Category Manager responsible for overseeing HR/Agency procurement in your trust?

Please also provide their contact telephone DD and email addresses.

Mr David Lewis is the Trust's Head of Procurement/Senior Buyer

Contact

Mr David Lewis,
Head of Procurement,
Procurement Department,
Russells Hall Hospital,
Dudley,
West Midlands
DY1 2HQ

For HR/Agency procurement contact:

Julie Lamb Head of Human Resources,
2nd Floor, South Block,
Russells Hall Hospital
Dudley
West Midlands
DY1 2HQ

Q3

Please provide your annual agency spend for 2014/15 for each of the following categories

Doctors - £2.416m

Nurses - £3.184m

Non-Medical Non-Clinical - £0.377m

Allied Health Professionals and Health Science Services - £0.349m

Q4

Which procurement frameworks does the trust currently use and for which staffing categories?

The Trust uses the Crown Commercial Service Framework <https://www.gov.uk/government/organisations/crown-commercial-service> -

Locum Doctors RM1570

Agency Nursing and Social Care Nursing RM970

Allied Health Professionals and Health Science Service Professionals RM959, Non medical/non clinical RM971.

Medical Locums: HEC-Z98 (Central) & HEC-Z242 (Direct Engagement) through HealthTrust Europe

Nursing: HEC-Z225 (Birmingham Cluster) & HEC-Z80 (Central) through HealthTrust Europe

AHP/HSS: HEC-Z226 (Birmingham Cluster) & HEC-Z144 (Central) through HealthTrust Europe

NMNC: HEC-Z232 (Birmingham Cluster) & HEC-Z78 (Central) through HealthTrust Europe

Q5

Please state if there is any "off framework" usage over the past 12 months and please detail which staffing categories and which agencies were used?

There has been an element off framework usage over the past 12 months across all staffing categories. This information is not held centrally in an electronic reporting system, but is held within an unstructured format, within various paper held documentation. To retrieve this information would take the Trust more than the standard 18 hours allowed by the Freedom of Information Act.

Q6

Please provide a breakdown of the agencies used for each staffing categories with the number of hours supplied during 2014/15.

This information is not held centrally in an electronic reporting system, but is held within an unstructured format, within various paper held documentation. To retrieve this information would take the Trust more than the standard 18 hours allowed by the Freedom of Information Act.