

Date: 02/10/2015

FREEDOM OF INFORMATION REQUEST FOI/012430 – Agenda for change

NHS Acute Trust Custom and Practice Application of NHS Agenda for Change
Terms and Conditions for Reckonable and Continuous Service



Name of
NHS Trust? Dudley Group NHS Foundation Trust

Section 1. Trust workforce composition

1.1. How many employees does this Trust currently employ? As of 01/09/15 - 4516 (HEADCOUNT)

1.2. How many of these employees have joined this Trust in the last 3 years? 900 (PLEASE NOTE THAT THIS EXCLUDES BANK ONLY WORKERS BUT INCLUDES DOCTORS ON ROTATION).

1.3. How many of these recent employees joined this Trust directly from another NHS employer? As this is not a mandatory data item in ESR, we're unable to provide you with a definitive number.

Section 2. NHS Electronic Staff Records "ESR" adoption

2.1. Does this Trust currently use the NHS Electronic Staff Record system ("ESR")? Yes No

2.2. If yes, which year was ESR implemented in this NHS Trust? 2007 (YYYY)

Section 3. Continuous service start date confirmation from previous NHS employer

- 3.1. Please confirm which method this Trust uses to obtain the Portable Data Set (PDS) for new employees joins this Trust directly from another NHS employer?
- ESR Inter-Authority Transfer ("IAT")
- Other Electronic request process
- Other Manual request process
-

- 3.2. Please confirm the name of the form field/ data field/ question routinely used in the transfer request to determine the employee's continuous service start date?

CSD 3 & 12 months

(e.g. "NHS Entry Date", "CSD 3 Months" etc.) Note: If a process other than LAT is used, please specify the exact question wording/data field definition used.

- 3.3. Is the continuous service start date ("CSD") provided by the previous NHS employer routinely reassessed by this Trust? (i.e. employment record review to confirm start of continuous service date)
- Yes, CSD records are routinely reviewed
- No, CSD provided by previous NHS employer are routinely accepted

Section 4. Assessment of prior reckonable service

Note: NHS Agenda for Change terms and conditions of service section 12.2 includes the provision that NHS Employers have discretion to take into account any period or periods of employment with employers outside the NHS, where these are judged to be relevant to NHS employment.

- 4.1. Does this Trust ever exercise its discretion to recognize as reckonable service, periods of non-NHS employment which are relevant to the position held with the Trust? (for example, University service)
- Yes, where it is directly relevant and the Trust is aware of this service/asked to recognize this service.
- No, non-NHS service is never recognized by this Trust

- 4.2. Please state the number of employees, joining this Trust over the past 3 years who have.....

- a. Had relevant previous non-NHS employment counted as reckonable service?

No

- b. Did not have relevant previous non-NHS employment?

- c. Had a request to recognize relevant previous non-NHS employment Denied?

4.3. Do you routinely recognize relevant previous non-NHS employment when calculating each of the following Agenda for Change reckonable service benefits...

a. Maternity rights/benefits Yes No

a. Redundancy rights/benefits Yes No

b. Annual leave entitlement Yes No

a. Sickness benefits Yes No

4.4. If you have selected No to any of the above (4.3), please specify why?

As a trust we do not accept any service unless with previous NHS Organisation

Section 5. Reckonable service recognition of relevant non-NHS service in redundancy calculations

Note: NHSEmployers.org Redundancy FAQ's suggest that where employment is outside of the NHS but is relevant to NHS employment, it would be reasonable to include this in the NHS redundancy calculation.

5.1. How many Trust employees have been made redundant in the past 3 years?

**Financial Year 2012-2013 0 Redundancies
Financial Year 2013-2014 0 Redundancies
Financial Year 2014-2015 35 Voluntary Redundancies and 15 Compulsory Redundancies**

5.2. Of those employees made redundant in the past 3 years, how many had relevant previous non-NHS employment?

None

5.3. Of those employees made redundant in the past three years, have any had non-NHS reckonable service included in their redundancy calculation?

Yes No

5.4. If yes (to 4.6), how many employees have had this discretion applied during this period?

None

5.5. If no (to 4.5), please specify the reason?

none of the redundant employees

had relevant non-NHS employment

relevant non-NHS employment was NOT counted as reckonable service

relevant non-NHS employment was counted as reckonable service but not included in the redundancy calculation

Other reason. Please specify:

Please add any further comments which may aid the interpretation of data provided in this questionnaire?

Deadline for completion and Return: 5th October 2015