

Date: 02/06/2017

FREEDOM OF INFORMATION REQUEST FOI/013461 – Social Media policy

1. Please provide me with a copy of your Trust's Social Media Governance Policy (for employees), or equivalent, and the date it was adopted.

For a copy of the policy contact [dgft.foi@nhs.net](mailto:dgft.foi@nhs.net) quoting the FOI reference number and a copy will be sent to you.

2. Please list the Social Media programmes used by your Trust (i.e. if you use Twitter, Facebook, Instagram etc. ... I do not need individual account details).

Facebook and Twitter

3. Please detail training offered to staff on the use of social media.

We have a process for monitoring compliance with the Social Media Policy and we issue regular staff bulletins on the appropriate use of social media. We also present to specific staff groups, for example, the junior doctors' forum, to explain the appropriate use of social media.

4. Please state how many people in your Trust have been disciplined as a result of social media behaviour, for the calendar years 2012-2016 -

Unable to respond from 2012 – July 2016 as this information was not centrally recorded and held on personal files. Since August 2016 to 31/12/16 we have had 3 cases where the disciplinary procedure has been invoked as a result of social media behaviour.

5. Please provide the approximate number of people (headcount) employed by your Trust. -

The headcount for the trust as of 24.05.17 is 4869