

Freedom of Information Request – 4044

Please can I request the following information under the Freedom of Information Act.

We would like to know the following information; please can you answer the questions below and return within 20 working days?

1. **Number of junior doctors within your Trust?**
125
2. **Number of career grade doctors (to include consultants, GPs, Associate Specialists and Specialty Doctors)?**
176
3. **Number of medical honorary contract holders (to include observerships and clinical attachments)?**
Cannot report exact numbers, approximately 50
4. **Please confirm how many members of staff you have within your medical staffing/HR team; please confirm headcount, WTE and banding (AfC).**
*Medical Staffing Team Data @ May 2017:
Headcount 7
WTE 6.40
1 x Band 6, 4 x Band 4, 2 x Apprentices*
5. **Do you have a separate medical education team to your medical staffing/HR team? Yes/No**
 - a. **If yes, please confirm headcount, WTE and banding (AfC).**
*Headcount 4
WTE 3.5
1 x Band 6, 1x Band 5 2 x Band 3*
6. **Please confirm which of the following activities are undertaken by your Medical Staffing/HR team:**
 - a. **Employee relations**
Shared with the BP team
 - b. **Recruitment**
Yes (all medics)
 - c. **Payroll**
Yes (identifying and inputting on ESR)
 - d. **Appraisal and revalidation**
Shared with additional post holder not captured within Medical Staffing establishment.
 - e. **On call rota management**
Medical Staffing create junior doctor rotas but the divisions manage the overall day to day rota.
 - f. **Junior doctor changeover/rotations (to include work schedules, rota analysis, exception reporting, induction activities, IT set up, supply of mobile devices- please specify)**

Junior Doctor changeover and rotations – co-ordination, offer letters, employment checks, work schedules, contracts, rota compliancy – building rotas and running through system for compliancy, rotational paperwork for Finance, ESR entry
Induction programmes
IT training set up
Travel claims approval
Exception report payments
Interviews
All workforce information inputting for Medical Staff
Maternity/Paternity
Overseas recruitment – Immigration
General queries from Medical and Dental

g. Supply of medical locums/medical locum bank

Not by Medical Staffing team we have a separate Temporary Staffing team but both work together

h. Other activities; please provide any further information that you may wish to add that hasn't been included above.

N/A