

Freedom of Information Request

Ref: 20-268

9 December 2020

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

- We can confirm that we do hold the information you are requesting.

Please can your data be from 29 April 2020 to an including 5th June 2020.

Background info:

On 29 April 2020, Simon Stevens wrote a letter to all trusts saying all NHS workers from black, Asian and minority ethnic backgrounds should be risk-assessed because of concern they may be at greater risk from COVID-19.

On the 12 May the Faculty of Occupation Medicine released a Risk reduction framework for NHS staff at risk of COVID-19 infection.

1. Are you carrying out risk assessments for all BAME staff that work for your trust? And if so, how many have you carried out to date?

Yes, all departments have undertaken detailed risk assessments of both staff and their working environments to ensure any staff at risk are identified and bespoke reasonable adjustments are put in place where required.

The Trust has reported that assessments have been undertaken for 91% of its total workforce up to 25/11/2020.

The risk assessments were conducted on a one to one basis between the manager and their member of staff. Depending upon the results of the assessment and vulnerabilities of individual members of staff reasonable adjustments may have been put in place and these would have been agreed with the individuals affected as appropriate.

Whilst the Trust records the overall levels of compliance centrally we did not record ethnicity centrally and are therefore unable to provide data in this detail. We have assessed that it would

take the more than 18 hours to undertake this analysis and this response is therefore exempt from disclosure under section 12 of the FOI Act 2000.

2. What does your risk assessment entail?

The assessment tool provides general guidance to both managers and staff of various issues that may foreseeably arise whilst working in the Trust during the COVID-19 pandemic. All line managers have been asked to ensure that any risks are reviewed and appropriate action taken.

The risk assessment document is based on a combination of PHE advice along with occupational specific advice received from Occupational Health and from specialty sources.

3. How many BAME staff do you have at your trust? (Please include bank, agency, locum, students if possible and explain if you have or haven't and why or why not).

As at 22nd July 20, the Trust employed 2,249 BAME staff, which includes bank staff and any locums directly employed by UHBW.

Information on agency staff and students is not held as we do not directly employ them, so we are unable to provide information on those.

4. Does the trust wait for staff to seek risk assessments or does the trust actively risk assess all members of staff?

The Trust continues to follow national guidance and actively undertakes risk assessments as required. When risk assessments were first undertaken earlier in the pandemic, all staff were required to be assessed. For the 2nd wave, it's only those staff identified as being clinically extremely vulnerable that need to revisit the personal and environmental risk assessment. Any new starters are immediately risk assessed upon joining the Trust..

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Director of Corporate Governance
University Hospitals Bristol and Weston NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

**Freedom of Information Team
University Hospitals Bristol and Weston NHS Foundation Trust**