

Freedom of Information Request

Ref: UHB 20-269

13 August 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 some of the information you are requesting.

- 1. Please state (yes or no) whether your trust has carried out a risk-assessment of staff at potentially greater risk of COVID-19, including people from Black, Asian and Minority Ethnic backgrounds. [If answer to Q1 is yes, please answer questions 2-5].**
Yes.
- 2. Please state when this risk assessment was carried out.**
We have been following national guidance about risk assessing staff throughout the pandemic. Since May all departments have undertaken detailed risk assessments of both staff and their working environments to ensure any staff at risk are identified.
- 3. Please provide a short summary of what the risk assessment entailed.**
All line managers have been asked to review the risk for each member of their team using an assessment tool. The 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. The risk assessment tool is based on a combination of Public Health England advice along with occupational specific advice received from Occupational Health and other specialty sources.
- 4. Please provide a copy of the findings of the risk assessment.**
The risk assessments were conducted on a one to one basis between the manager and their member of staff. There have been a number of reasonable adjustments put in place as a result of these conversations and they are agreed with the individuals affected as appropriate. It would take the Trust more than 18 hours to report on each adjustment and this response is therefore exempt from disclosure under section 12 of the FOI Act 2000.

5. Please list and provide brief details of any measures that your trust has subsequently put in place to offer protection to staff who are at higher risk from COVID-19.

This is an individual risk assessment with bespoke reasonable adjustments put in place where required. Adjustments will be different for each individual. It would take the Trust more than 18 hours to report on each one and this response is therefore exempt from disclosure under section 12 of the FOI Act 2000.

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**