

Freedom of Information Request

Ref: 21-028

22 February 2021

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

Rota Supplier Information

1. Does your organisation use any third-party software to support the creation of staff rotas? If yes, please state the name of the supplier. (a rota is a pattern of shift work with no individuals attached to it. A rota is used to form a blueprint of compliance or rules based on working patterns for a department, team or unit e.g. to create junior doctor rotas compliant to the 2016 Junior Doctor contract. Rotas are not to be confused with rosters (when shifts are allocated to workers))

Yes Allocate Software

2. Out of the following options, which staffing groups are rotas utilised for via your Rota system?

a. Medical- Consultants

No

b. Medical- Junior Doctors

Yes

c. Nursing and Healthcare Assistants (HCAs)

No

d. Admin and Estates

No

e. Scientific, Therapeutic & Technical (STT) Staff and Allied Health Professionals (AHPs)

No

3. What is the contract start date for your rota supplier? (dd/mm/yy)

31.08.2018

4. What is the contract end date for your rota supplier? (dd/mm/yy)

31.08.21

5. What was the annual cost of your rota supplier for the financial year 19/20 (April 2019 - March 2020)?

£6,000

6. Are there any exit costs incurred for changing rota supplier? If yes, please state the exit cost

No

7. What framework was used to procure the rota supplier? Please state the specific name of the framework e.g. G-Cloud, HealthTrust Europe, etc

Zircadian that was taken over by Allocate Software.

8. Is your Rota supplier the same as your rostering supplier?

Yes

9. Does your rota system integrate with your rostering system?

Yes

10. 10a. Does your rota system integrate with your organisation's Payroll system?

No

10b. If so, is the integration with payroll through an open API?

Not applicable

11. What other third-party systems does your rota system integrate with?

E-Rostering system

12. Is your rota system used for the creation of rotas?

Yes

13. Is your rota system used for the validation of rotas after they have been created?

Yes

14. Does your rota system provide exception reporting? (Exception reporting is the formal mechanism that workers can use to register variations from their agreed work schedule, in terms of their working hours and training.)

Yes

15. Does your rota system automatically send completed rota patterns to the associated

worker?

No

16. Does your rota system provide online rota approval that can be accessed by multiple teams?

Yes

17. Are there two separate teams in place at the organisation for supporting your rota system and your rostering system?

No

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