

Freedom of Information Request

Ref: 22-027

7 February 2022

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

(1) Full true copy of the Trust's Recruitment Policy/Procedure.

Please find attached Recruitment Policy

(2) Full true copy of the Trust's Equal Opportunities Policy.

Please find attached Equality and Human rights in Employment Policy

(3) Full true copy of the Trust's Complaints Policy/Procedure regarding employment recruitment and equal opportunities.

The Trust does not have a specific complaints policy relating to recruitment. Attached is the standard Complaints Policy.

(4) The following information is requested pertaining to the recruitment process for the following jobs (multiple posts) offered at the Trust under reference '387-WC-4590-LH-A Assistant Psychologist':

(4.1) Full true copy of the correspondence between the Trust Human Resources Department and the Recruiting Line Manager regarding the requirement to withdraw the job advertisement and re-advertise the posts under the above reference.

We have not provided the information in the requested format as we have considered that there is the potential for the individuals to be identified. In our view disclosure of information would breach the Data Protection Act. Therefore please find that Section 40 (2) exemption contained within the Freedom of Information Act 2000 is engaged.

(4.2) The following demographic information for each applicant shortlisted for interview under the Assistant Psychologist jobs reference 387-WC-4590-LH-A (names not requested):

(4.2.1) Age

(4.2.2) Sex

(4.2.3) Disability Status

(4.2.4) Ethnicity

We have not provided the information in the requested format as we have considered that there is the potential for the individuals to be identified. In our view disclosure of information would breach the Data Protection Act. Therefore please find that Section 40 (2) exemption contained within the Freedom of Information Act 2000 is engaged.

(4.3) The following demographic information for each job applicant offered employment by the Trust and accepting offers of employment in the posts of Assistant Psychologist under jobs reference 387-WC-4590-LH-A (names not requested):

(4.3.1) Age

(4.3.2) Sex

(4.3.3) Disability Status

(4.3.4) Ethnicity

We have not provided the information in the requested format as we have considered that there is the potential for the individuals to be identified. In our view disclosure of information would breach the Data Protection Act. Therefore please find that Section 40 (2) exemption contained within the Freedom of Information Act 2000 is engaged.

(5) Date of interviews conducted for jobs reference 387-WC-4590-LH-A Assistant Psychologist.

Interviews were conducted on 27th October 2021

(6) Date offer holders commenced employment under jobs reference 387-WC-4590-LH-A Assistant Psychologist.

6th December 2021

24th Jan 2022

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