

Freedom of Information Request

Ref: 22-617

11 November 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

Human resources

Staff contact list

1. Any record of the existence of a current contact list of all hospital personnel which is available and is accessible to hospital administrators and staff of any Incident Coordination Centre. (Can be answered yes / no.)

No.

2. The date(s) of the most recent update(s) of such a contact list. (Can be answered with a date or dates.)

Not applicable.

Mobilization and recruitment of personnel during an emergency or disaster

3. Any record of the existence of procedure(s) for the mobilization of existing on-duty and off-duty staff to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)

Yes.

4. Any record of the existence of procedure(s) for recruitment and training of extra personnel and volunteers to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)

Yes.

5. Any record of the existence of emergency rosters of staff who can be mobilised to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)

No.

Duties assigned to personnel for emergency or disaster response and recovery

6. Any record of whether all key personnel in any hospital incident management system for command, control and coordination in an emergency or disaster response have received training in incident management. (Can be answered yes / no.)

No

7. If such training is received then any record of whether training or an exercise has been conducted for all such key personnel at least annually. (Can be answered yes / no.)

No

Well-being of hospital personnel during an emergency or disaster

8. Any record of the existence of designated spaces and available measures for hospital personnel to rest, Yes

sleep, No

eat, Yes

drink, Yes

observe faith-based practices - Yes

and meet personal needs during an emergency. (Can be answered yes / no.) - Yes

9. Any record of for how long these measures can be sustained. (Can be answered in hours or days.)

We do not hold this information, these measures are not recorded.

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:

Data Protection Officer
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**