

Freedom of Information Request

Ref: 22-641

21 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

1. Does your authority have a distinct policy covering alcohol and/or other substance use by employees of the authority? If so, on what date was this policy implemented? What policy did this supersede? Please provide a copy of your current alcohol and substance use policy.

Yes, June 2020.

Please see the attached document.

2. Does your authority's current occupational health policy include sections or subsections which cover the use of alcohol and/or other substances by employees of your authority who are registered healthcare professionals, including but not limited to alcohol and/or substance addiction and/or impairment at work due to substance use? If so, on what date was this policy implemented? Please provide a copy of your current occupational health policy

Yes. December 2018. Please see the attached documents.

3. What policy within your authority covers performance management issues related to alcohol and substances within the workplace, including but not limited to impairment at work due to alcohol or substance use, and/or criminal activity either during or outside of work hours related to alcohol and substance use? On what date was this policy implemented? Please provide a copy of the current policy in which this information is included.

Please see the response to question 1.

4. If there is a concern regarding a registered healthcare professional employee's alcohol or substance use, please outline the process applied within your authority for dealing with the issue, with reference to pathways for the employee concerned, and who has responsibility for decision making for any given pathway the employee is

placed upon, and how decisions are made as to how the pathways are implemented.

There are Trust resources/signposting on the hospital's internal Human Resources web page (Alcohol and Substance Support).

25/7 Employee Assistance Programme - free, confidential counselling support plus information and advice on a wide range of topics, available to individuals and managers.

Personal and confidential health checks and lifestyle conversation with a Workplace Wellbeing Nurse - includes questions around alcohol and other determinants of health.

Workplace Wellbeing Advocate Network - approximately 500 colleagues located across the Trust providing peer support at team level.

Human Resources Services team offer support and guidance on employment issues and policy implementation

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**