

Freedom of Information Request

Ref: 24-491

5 July 2024

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

Under the provision of the Freedom of Information Act 2000 please can you answer the following questions relating to the workforce/staffing system(s) you currently use.

Agency

	For each of the staff group categories	Medical and Dental	Nursing and HCAs	AHPs and HSS	Admin and Clerical
1	Do you have an in-house temporary staffing team to manage your agency OR is this outsourced to a company? (In-house/Outsourced)	Yes	Yes	Yes	No
2	If outsourced, what is the name of this company?	Litmus	Retinue	Retinue	Not applicable
3	If outsourced, what was the start date for the contract with this provider? (dd/mm/yyyy)	April 2022	April 2022	April 2022	Not applicable
4	If outsourced, what is the expiry date for the contract with this provider? (dd/mm/yyyy)	April 2025	April 2025	April 2025	Not applicable
5	In total, how many Agency shift hours were worked in 2023? (most recent 12 month period)	*	*	*	Not applicable

	For each of the staff group categories	Medical and Dental	Nursing and HCAs	AHPs and HSS	Admin and Clerical
5	Do you use agency technology (VMS (vendor management system)) to manage the cascading of vacancies to one or more agencies? (Yes/No/Not Applicable)	Yes	Yes	Yes	No
6	If the response was YES to question 5, what is the name of your VMS (vendor management system) technology?	Neutral vendor	Neutral vendor	Neutral vendor	Not applicable
7	What was the contract start date for the provider you currently use? (dd/mm/yyyy)	April 2022	April 2022	April 2022	Not applicable
8	What is the contract expiry date for the provider you currently use? (dd/mm/yyyy)	April 2025	April 2025	April 2025	Not applicable
Direct Engagement					
	For each of the staff group categories	Medical and Dental	AHPs and HSS	Admin and Clerical	
1	Do you undertake direct engagement (DE) arrangements to make savings on VAT on agency workers? (YES/NO)	No	No	No	
2	What is the name of your DE provider/technology?	Not applicable	Not applicable	Not applicable	
3	What is the contract expiry date for the provider/technology that you currently use for direct engagement? (dd/mm/yyyy)	Not applicable	Not applicable	Not applicable	

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