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5th January 2016

Email:

Dear

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI/15/12/05.

You requested the following information:

I am researching temporary staffing processes within the NHS. Please provide the following information:

1. Do you have a master vendor (MV) arrangement in place for the supply of medical locums? If so please state the name of the provider used (Medacs, Holt, A & R Agency etc)

Not applicable- South East Coast Ambulance Service NHS Foundation Trust does not use Medical Locums.

2. Please state the utilisation rate that has been achieved through the master vendor in the last 12 months. This is the total value of locum spend supplied by the master vendor itself in the last 12 months as a percentage of the total locum spend in the same period.

Not applicable. We do not use Medical Locums.

3. Does the Trust use a direct engagement model to engage locum staff? If so please state the name of the company used (Liaison PwC, 247 Time, Brookson, HB retinue, Medacs etc.)?

Not applicable. We do not use Medical Locums.

4. Do you run a weekly payroll for medical bank?

No, we use monthly payroll for all our Bank employees, including Ambulance staff.

5. Does the Trust use rostering software (Allocate, Smart etc)? If so please state the name of the company used and the total amount that the Trust has spent on rostering in 2014/2015.

The software we use is GRS (Global Rostering System). I contacted you by email on 9th December 2015 to clarify the information you were seeking but have not received a reply to date.

Please provide all subsequent information split by the following staffing categories. Please include all spend outside of the specified categories as 'other'.

- Nursing and HCA's
- Medical and Dental
- AHP's
- Other

6. Please state the Trusts expenditure on agency staff in 2014/2015 split by the above staff categories.

Please see the table below which shows the requested information.

	GBP'000s
-Nursing and HCA's	62
-Medical and Dental	0
- AHP's	0
- Other	4,604

7. Please state the total spent on internal bank staff in 2014/2015, split by the above categories. this is the total paid to workers completing shifts via the Trust bank, excluding any costs to 3rd parties. Please do not include any spend on outsourced staff.

Please see the table below which shows the requested information.

	GBP'000s
-Nursing and HCA's	103
-Medical and Dental	0
- AHP's	779
- Other	444

8. Please state the total number of staff signed up to the Trusts internal bank, split by the above categories.

Please see the answer to this question with Question 9.

9. Of the above figure, please state the total number of staff signed up to the bank who also work as substantive staff at the Trust i.e. staff that hold substantive contracts but have also completed shifts via the internal bank.

The figures below are taken from our Electronic Staff Records and whilst these staff have bank assignments on the system, we are not able to confirm when they last worked as bank. The system is periodically reviewed and staff that have not worked for six months are removed if they no longer wish to work bank shifts.

Staff Group	Total Number of Staff with Bank assignment
Allied Health Professionals	120
Other	169
Total	289

Staff Group	Number of Staff with substantive post and a Bank assignment
Allied Health Professionals	18
Other	39
Total	57

10. Does the Trust outsource the supply of any bank staff to third parties such as NHS Professionals, Bank Partners etc? if so please specify the name of the company used and the staffing categories supplied by the 3rd party.

We do not use any third parties for the supply of bank staff.

11. Does the Trust use any third party tech solutions to manage internal staff (de Poel, HB Retinue, Liaison, Holt, 247 Time etc)? If so please specify the name of the company used and the staffing categories managed through the tech solution.

I contacted you by email on 9th December 2015 to clarify the information you were seeking but have not received a reply to date.

12. Do you use any suppliers or systems to manage the release of vacancies to agencies and bank workers? If so please state the name of the company used and the staffing categories managed. If you use different suppliers / systems for different staffing categories, please specify.

We do not have a preferred supplier list. We will release a vacancy to an agency for vacancies that are difficult to fill, in agreement with the manager. This is usually to a local agency in the area that is on the Crown framework.

I hope you find this information helpful.

If, for whatever reason you are unhappy with our response, you are entitled to pursue any dissatisfaction through South East Coast Ambulance NHS Foundation Trust's (SECamb) Internal Review Procedure at:

South East Coast Ambulance Service NHS Foundation Trust
40-42 Friars Walk
Lewes
East Sussex
BN7 2XW
Email: complaints@secamb.nhs.uk

Should you remain unhappy with the outcome of any such internal review , you may request a decision from the Information Commissioner at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

If I can be of further assistance to you, please do not hesitate to contact me, quoting the above reference number.

Yours sincerely

Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust