



South East Coast Ambulance Service NHS
Foundation Trust
Nexus House
Gatwick Road
Crawley
RH10 9BG

Date 16th January 2019

Email:

Email:foi@secamb.nhs.uk

Dear,

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI/19/01/02.

You requested the following information, please also see our response below:

How many sick days were taken by the hr department in 2017 and also 2018 and total hours

Please see table below for Full Time Equivalent Days lost. Unfortunately, we do not hold this information in hours, however we work on the basis that an FTE day equates to 7.5 hours

	FTE days lost	
	2017	2018
Director of Human Resources Directorate	1062.76	723.93

How many return to work interviews were recorded as completed by the HR department for HR staff

Please see table below:

	2017	2018
Human Resource Directorate*	30	9

*Please note this includes Clinical Education as they sit within the Human Resources Directorate

How many part days of sickness were recorded for the HR department in 2017 and 2018

Unfortunately, we do not record half days.

The same information for clinical education, finance and fleet and how and where is this recorded

Please see below. Please note Clinical Education sits within the HR directorate and the figures for Clinical Education are also included in the overall HR directorate figures in question 1.

Sickness absence is recorded on GRS and then uploaded into ESR.

	FTE days lost	
	2017	2018
Finance & Corporate Services Directorate	538.20	520.00
Clinical Education	516.76	112.00
Operations - Fleet & Logistics	1110.60	1133.04

I hope you find this information of some assistance.

If for any reason you are dissatisfied with our response, kindly in the first instance contact Caroline Smart, Head of Information Governance via the following email address:

FOI@secamb.nhs.uk

Yours sincerely

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