



Trust Headquarters  
Nexus House  
Gatwick Road  
Crawley  
West Sussex  
RH10 9BG

**Tel: 0300 123 0999**  
**[www.secamb.nhs.uk](http://www.secamb.nhs.uk)**

4<sup>th</sup> June 2020

Email:

Dear,

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI 200517.

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

**I would appreciate a response as detailed as possible please.**

**"Simon Stevens and Amanda Pritchard wrote to all NHS trusts and CCG Chief Executives on the 29th of April to advise that employers, on a precautionary basis, should conduct risk assessments for staff at greater risk during the COVID-19 pandemic and to act accordingly.**

**Has your organisation completed risk assessments on all Black Asian and Minority Ethnic (BAME) staff?**

**AND**

**What precautions, if any, have you put in place to protect BAME staff once they've been risk assessed?"**

Our BAME network chair, deputy and Inclusion manager have been providing welfare support on an individual 1:1 basis for all our BAME and shielding staff. We first wrote to all staff who had voluntarily declared their ethnicity as belonging to a BAME group to explain what we were doing and why (end of April). This was followed up with a phone call. Feedback from colleagues has indicated that this was well received by those contacted.

The phone calls allowed us to speak to affected colleagues about COVID related anxieties whatever they were and signpost to support whether it was access to services for themselves or family members. It also gave us the opportunity to respond more holistically to the needs of our BAME workforce and address any other issues they may be experiencing.

We also undertook a number of fast track referrals into our in-house Wellbeing Hub to get further support from our mental health practitioners as a result of the calls. In addition to this we are providing weekly listening sessions, which have been positively received and have provided further opportunities for colleagues to ask questions.

We've increased our BAME network membership significantly as a result of this work and have had a further 30 enquiries about joining the network. The network continues to provide weekly 1:1 follow up calls to colleagues who requested additional support. The report on the learning and outcomes from this workstream is being fed into our Trust recovery group.

The Trust has developed a risk assessment framework to support our BAME staff and guidance for managers. The staff network continues to provide support to both managers and staff as required during this process.

All BAME staff (those who have voluntarily declared their ethnicity) received a letter from the Chief Executive inviting them to have a risk assessment and this process is ongoing. Our HR Business partners will be collating any themes or learning from the risk assessments.

To capture those who haven't declared their ethnicity and may have not received an invitation, we have developed Trust wide communications asking colleagues to come forward.

The risk assessments are voluntary, and we do not as yet have data on the level of uptake from our BAME colleagues. In the meantime, we continue to publicise their importance via the staff network.

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](mailto:FOI@secamb.nhs.uk)

Yours sincerely

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