

Reference:	FOI.13264.23
Subject:	Rostering utilisation
Date of Request:	29 November 2023

Requested:

1. Please provide the rostering solution used for the below staffing groups. Where more than one supplier is used for each staff group, please provide the name of each supplier.
 - Medical & Dental
 - Nursing & Health Care Assistants
 - Scientific, Therapeutic & Technical Staff including of Allied Health Professionals
 - Administration and Estates
2. Please list below the staffing groups where e-rostering is currently live and being used?
3. Please tick the below Medical Specialities that are currently rostered on the system-
 - General Medicine
 - General Surgery
 - Anaesthetics
 - Obstetrics and Gynaecology
4. What percentage of workforce are rostered on the system? Please list the percentages by the staffing groups listed below-
 - Medical & Dental
 - Nursing & Health Care Assistants
 - Scientific, Therapeutic & Technical Staff including of Allied Health Professionals
 - Administration and Estates
5. What is the contract start date for your rostering supplier/suppliers? Please list the name of the supplier and contract start date.
6. What is the contract end date for your rostering supplier/suppliers? Please list the name of the supplier and contract end date.
7. What was the annual cost of your rostering supplier/ suppliers for the financial year 22/23 (April 2022 - March 2023)?
8. Are there any exit costs incurred for changing rostering supplier/ suppliers? If yes, please state the exit cost for each supplier
9. Did the organisation use a framework to procure your rostering supplier/ suppliers? Please state the name of the supplier and framework it was procured from.
10. From the table below please indicate which interfaces are being used and at what frequency?

Interface	In/Out	Daily	Weekly	Monthly	Ad Hoc
ESR Generic Attendance Inbound Interface	Out				
ESR Generic Absence Inbound Interface	Out				
ESR Generic Outbound Interface	In				
E-Job Planning	In/Out				

Junior Doctors	In/Out				
Staffbank / Agency	In/Out				
Identity Provider Servers	In/Out				

11. Please provide the name of the organisations GOSWH (Guardian of safe working hours)

12. Please provide the name of the organisations Lead Registrar

13. Please provide the name of the organisations Medical Education Director

14. Please provide the name of the chair of the Junior Doctors forum

Response:

1. Hywel Dda University Health Board (UHB) provides within the table overleaf, the rostering supplier used for the staff groups that utilise a rostering solution.

Staff group	Rostering supplier
Additional Professional Scientific and Technical	Allocate Health Roster
Additional Clinical Services	
Administrative and Clerical (A&C)	
Allied Health Professionals (AHP)	
Estates and Ancillary	
Healthcare Scientists	
Nursing and Midwifery (N&M)	
Medical and Dental (M&D) - Anaesthetics in Carmarthenshire only	CLWRota

2. E-rostering is live and in use in the staff groups provided in response to question 1.

3. The UHB has ticked the below Medical Speciality that is currently rostered on the system:

- General Medicine
- General Surgery
- Anaesthetics ✓ (Carmarthenshire only)
- Obstetrics and Gynaecology

4. The UHB provides, within the table below, the percentage of workforce that are rostered on the system, by the staffing groups that utilise rostering systems.

Staff group	Percentage
Additional Professional Scientific and Technical	10.05%
Additional Clinical Services	65.98%
A&C	17.69%
AHP	8.99%
Estates and Ancillary	76.62%
Healthcare Scientists	0.48%
N&M	69.95%
M&D – Junior Doctors, Anaesthetics in Carmarthenshire only	6.84%

5. The UHB provides, within the table below, the contract start dates for its Rostering suppliers.

Rostering supplier	Start date
Allocate Health Roster	31 January 2021
CLWRota by ROTAMAP	23 March 2023

6. The UHB provides, within the table overleaf, the contract end dates for its Rostering suppliers.

Rostering supplier	Start date
Allocate Health Roster	30 January 2026
CLWRota by ROTAMAP	22 March 2024

7. As this information is already within the public domain, the UHB has applied an exemption under Section 21 of the Freedom of Information Act 2000 (FoIA), as the information is accessible by another means. The UHB has answered similar Freedom of Information requests, which are available on our disclosure log:

- FOI.12637.23 - Temporary staff management
- FOI.12728.23 - Junior doctor rotas and medics rostering

For ease of reference, please click on the attached link, which will take you directly to the UHB's disclosure log webpage:

[Disclosure Log - Hywel Dda University Health Board \(nhs.wales\)](https://www.nhs.uk/disclosure-log)

8. The UHB confirms that there are termination costs in place for Allocate should there be a change in supplier. However, there are no exit costs for CLWRota, due to the pending contract expiry date.

9. The UHB confirms that Allocate was procured through the HealthTrust Europe LLP Framework Agreement for the provision of Enterprise Level Information Communication Technology (ICT) Solutions for hardware, software, programs, applications, security, computer science, managed services, consultancy, support and associated services – 2019 (reference number: SF050716), dated 27 September 2019. CLWRota was not procured through a Framework.

10. The UHB has indicated, within the table provided below, the interfaces that are being used and the frequency.

Interface	In/Out	Daily	Weekly	Monthly	Ad Hoc
ESR Generic Attendance Inbound Interface	Out			X	
ESR Generic Absence Inbound Interface	Out			X	
ESR Generic Outbound Interface	In	X			
E-Job Planning	In/Out	Not applicable			
Junior Doctors	In/Out				
Staff bank / Agency	In/Out				
Identity Provider Servers	In/Out				

11. The UHB does not hold this information, as the Guardian of Safe Working Hours applies to the Junior Doctor contract (2016) in NHS England and therefore, does not apply in NHS Wales.

12. The UHB does not have a Lead Registrar.

13. The UHB's Medical Education Director is Dr Anand Ganesan, Associate Medical Director for Medical Education.

14. The UHB confirms that the Junior Doctors Forum is chaired by the Medical Education Centre Managers on each site. However, the UHB is withholding the names of the members of staff requested. This decision has been made as it is not within the reasonable expectations of these individuals that their personal data would be put into the public domain. This information is classed as personal data of a third party. Therefore, it is being withheld in accordance with the exemption set out in section 40(2) of the Freedom of Information Act 2000 (FoIA), by virtue of section 40(3)(a) of the FoIA, which permits a public authority to withhold personal data other than the requestor's where the disclosure would breach Data Protection principles.

This information is protected by the Data Protection Act 2018 (DPA)/UK General Data Protection Regulations, as its disclosure would constitute unfair and unlawful processing and would be contrary to the principles and articles of the UK GDPR. This exemption is absolute and therefore, there is no requirement to apply the public interest test.

In reaching this decision, the DPA and UK GDPR define personal data as data that relates to a living individual who can be identified solely from that data or from that data and other information, which is in the possession of the data controller.

However, the Medical Education Centre Managers can be contacted at the following hospital addresses:

- Bronglais General Hospital
Caradoc Road
Aberystwyth
SY23 1ER

- Glangwili Hospital
Dolgwili Road
Carmarthen
SA31 2AF

- Prince Philip Hospital
Bryngwyn Mawr
Llanelli
SA14 8QF

- Withybush General Hospital
Fishguard Road
Haverfordwest
SA61 2PZ

- Mental Health & Learning Disabilities
Hafan Derwen
St David's Park
Jobswell Road
Carmarthen
SA31 3HB