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| <b>Reference:</b>       | FOI.20964.26              |
| <b>Subject:</b>         | Pharmacy Department rotas |
| <b>Date of Request:</b> | 8 July 2026               |

**Requested:**

Under the Freedom of Information Act 2000, I would be grateful if you could provide the following information relating to pharmacy staff employed within your Trust's hospitals.

For each hospital site operated by the Trust, please provide:

**1. Pharmacy Staffing and Shift Information**

For the following staff groups within the pharmacy service:

- Pharmacy Assistants
- Pharmacy Technicians
- Accuracy Checking Pharmacy Technicians (if recorded separately) Pharmacists  
Specialist/Advanced Pharmacists

Please provide:

- a. The standard shift patterns currently in use (e.g. 08:00–16:00, 09:00–17:00, late shifts, weekend shifts, etc.).
- b. The number of employees in each Agenda for Change pay band.
- c. The total headcount and whole-time equivalent (WTE) establishment in each pay band.

**2. Break Entitlements**

For each pay band and/or staff group listed above, please provide:

- a. The length of meal breaks and rest breaks permitted during a standard shift.
- b. Whether these breaks are:
  - Paid;
  - Unpaid; or
  - Partially paid.
- c. Any differences in break arrangements based on shift length, role, pay band or hospital site.

**3. Local Policies**

Please provide copies of, or links to, any local policies, procedures, guidance documents or workforce agreements covering:

- Pharmacy staff working hours;
- Shift patterns;
- Rest breaks;
- Paid and unpaid break arrangements.

**4. Bank and Overtime Shifts**

Please provide:

- a. Any standard shift patterns used for pharmacy bank staff.
- b. The pay bands typically used for pharmacy bank shifts.
- c. Any local arrangements regarding breaks for bank or overtime shifts.

5. Current Vacancies

Please provide the number of vacant pharmacy posts by Agenda for Change pay band as of the date this request is processed.

I would prefer to receive the information electronically in Excel or PDF format where possible.

**Response:**

Hywel Dda University Health Board (UHB) provides the information within a spreadsheet, as requested, at Attachment 1.

The UHB is unable to provide you with the exact number for all staff members requested for question 1c, due to the low number (less than 5) and have therefore, replaced some of the figures with an asterisk (\*), as there is a potential risk of identifying individuals if this was disclosed. The UHB is therefore withholding this detail under Section 40(2) of the Freedom of Information Act 2000 (FoIA). This decision has been made as it is not within the reasonable expectations of these individuals, that their personal information would be released into the public domain by the UHB as their roles are not Senior Management level.

This information is protected by the Data Protection Act 2018 (DPA)/UK General Data Protection Regulations (UK GDPR), 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 defines 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.