

<b>Reference:</b>	FOI.16447.25
<b>Subject:</b>	Recruitment to the Minor Injuries Unit (MIU) at Prince Philip Hospital (PPH)
<b>Date of Request:</b>	24 January 2025

**Requested:**

Follow up to FOI.15821

1. Response states that advert did not go out until 23rd October 2024. This was 13 months after the report from HIW highlighted staff numbers affecting services within the MIU.  
Q - What meetings and discussions were taken during that time to rationalise such a delay which has clearly led to loss of MIU services for the public of Llanelli? I would like copies redacted accordingly of those meetings? What meetings were held to discuss that particular date and I would like copies of emails and reports relating to them?
2. Informal process led to 15 Doctors enquiring further.  
Q - What were the follow ups on these enquiries and what concerted efforts were made to recruit the Drs who did engage? If no follow ups were undertaken who made that decision and again failed to act upon the recommendations of the HIW report?
3. Mention is made of costs of £30,110 paid to LinkedIn.  
Q - How many staff have been directly recruited as result of these costs? If staff were employed were any of them already working within the Hywel Dda health authority? How often are the costs for such reviewed and by who?
4. As a result of the HIW report was a risk matrix maintained by Hywel Dda to monitor and discuss its progress? Can a copy please be provided? If no risk matrix was created why not and who made that decision?

**Response:**

1. Hywel Dda University Health Board (UHB) does not hold the information requested, as no meetings took place specifically to rationalise the delay in advertising the job vacancy after staffing issues were highlighted in the Health Inspectorate Wales (HIW) report.

However, upon addressing the issues highlighted in the report, the UHB's main focus was to maintain the MIU service in PPH through the continuous effort to fill shifts internally, using its own staff. Also, it focused on developing actions to support staff when shifts remain uncovered or as a result of personal circumstances. As per response FOI.15821.24, an informal process for recruitment into MIU in PPH was undertaken via word of mouth and/or expressions of interest, with the expectation that recruitment would happen through the interest shown. The UHB can confirm that discussions were held in its triumvirate meetings around the difficulty in recruitment and shift cover, which led to the awareness escalating to the Directorate Improving Together (DITS) meetings.

2. The UHB can confirm that of the fifteen (15) Doctors that expressed an interest, very few completed the paperwork and onboarding process. The Doctors that completed the onboarding process are considered to be recruited on a locum basis; therefore, the individual is not contracted to fulfil any shifts. The rota team would regularly send out the rota to the locum doctors offering available evening, night and weekend shifts, which resulted in some shifts being filled.

Upon visiting the unit and subsequent discussions, the onboarding process for some Doctors was not completed due to the range of work that required covering in MIU.

3. The UHB does not hold the information requested. The LinkedIn subscription is purchased annually, enabling the UHB's recruitment team to advertise, promote and headhunt (directly contact) potential applicants for all speciality areas. Costs are reviewed by the Procurement Team, with final approval at Executive level.
4. The UHB is unable to provide you with the information exactly as requested, as no risk assessments were created to monitor the issues identified in the HIW report. However, the recommendations identified within the HIW report were tracked and reported via the Quality, Safety and Experience Committee (QSEC).

The UHB is applying an exemption under Section 21 of the Freedom of Information Act 2000 (FoIA), as some of this information is already in the public domain and is accessible by another means. This information was presented and discussed at the UHB's QSEC meetings on 8 August 2023 and 15 August 2024. A link to the UHB's committee meeting webpage has been provided below.

[Quality, Safety and Experience Committee \(QSEC\) - Hywel Dda University Health Board](#)

Additionally, for ease of reference, please click on the links below, which will take you directly to the QSEC papers for the Quality Assurance Report.

8 August 2023 QSEC Committee meeting – Item 2.2

[hduhb.nhs.wales/about-us/governance-arrangements/board-committees/quality-safety-and-experience-committee-qsec/quality-safety-and-experience-committee-8-august-2023/item-2-2-quality-assurance-report/](https://hduhb.nhs.wales/about-us/governance-arrangements/board-committees/quality-safety-and-experience-committee-qsec/quality-safety-and-experience-committee-8-august-2023/item-2-2-quality-assurance-report/)

15 August 2024 QSEC Committee meeting – Item 2.6

[hduhb.nhs.wales/about-us/governance-arrangements/board-committees/quality-safety-and-experience-committee-qsec/qsec-15-august-2024/2-6-quality-assurance-report/](https://hduhb.nhs.wales/about-us/governance-arrangements/board-committees/quality-safety-and-experience-committee-qsec/qsec-15-august-2024/2-6-quality-assurance-report/)

Additionally, the UHB has identified risk assessments that were created following staff concerns within MIU in PPH, copies of which can be found at Attachments 1 and 2.

The UHB is unable to provide you with all of the names of the members of staff included within the risk assessment forms, as it would not be within the realistic expectation of these individuals for their information to be released into the public domain. The UHB is therefore withholding this detail under Section 40(2) of the Freedom of Information Act 2000. 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 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.