

Reference:	FOI.747.19
Subject:	Staffing levels
Date of Request:	15 May 2019

Requested

Please provide us with the information below for the period of 1st January 2018 to 31st December 2018 for the NHS:

1. Number of permanent hires for; Doctors, Nurses, Allied Health Professionals and HSS, by month.
2. Number of permanent leavers for; Doctors, Nurses, Allied Health Professionals and HSS, by month.
3. Number of internal NHS staff involved in the hiring process for; Doctors, Nurses, Allied Health Professionals and HSS.
4. Number of current permanent vacancies for; Doctors, Nurses, Allied Health Professionals and HSS.
5. Amount spent with Recruitment Agencies for the permanent Recruitment of; Doctors, Nurses, Allied Health Professionals and HSS.
6. Typically what roles / departments deal with internal recruitment of permanent Doctors, Nurses, Allied Health Professionals and HSS.

Response:

1. & 2. The table below provides the number of full time equivalent (FTE) permanent starters and leavers for the named employment groups within Hywel Dda University Health Board (UHB) between 1 January and 31 December 2018. Please note these figures are not directly in correlation as employees could increase or decrease their working hours during their contract in turn increasing or decreasing their FTE. Additionally should staff move internally they would not be recorded as a leaver but this move would effect the department's FTE, potentially increasing or decreasing the FTE provided below.

Staff Group	Starters	Leavers
Allied Health Professionals	48.49	51.84
Healthcare Scientists	5.40	7.00
Medical and Dental	21.76	36.75
Nursing and Midwifery Registered	139.93	220.02

3. The UHB does not hold this information as all vacancies are recruited independently by each department and there is no fixed number of employees involved with the recruitment process. The interview panel will be chosen by the recruiting manager and the vacancy will go through a number of approval phases prior to being advertised. The UHB's recruitment system has 1,041 registered users including shortlisters and interviewers.
4. The table below provides the number of FTE approved vacancies within each of the named staff groups as at 30 April 2019.

Staff Group	Vacancies
Allied Health Professionals	31.65
Healthcare Scientists	2.80
Medical and Dental	64.06
Nursing and Midwifery Registered	205.56

5. The UHB had a total expenditure of £60,900 on the permanent recruitment of Medical and Dental staff and Allied Health Professionals.

6. Recruiting Managers, usually line managers from all departments, are responsible for the recruitment of staff. The process is facilitated using a recruitment system, Trac, with recruitment of Agenda 4 Change (A4C) posts supported by the UHB's resourcing team and NHS Wales Shared Services Partnership (NWSSP). Medical recruitment is managed by the UHB's medical recruitment team and is not supported by NWSSP.

The UHB does not have a specific 'internal recruitment' process, other than the need to utilise Trac for the advertising of posts, recruiting managers are also encouraged to advertise all posts externally in a bid to attract the best/most suitable applicants.