



Redditch and Bromsgrove Clinical Commissioning Group

Please contact: Access to Information Team

Email: MLCSU.FOITeam@nhs.net

Direct Tel: 01772 214 227

Barnsley Hall
Barnsley Hall Road
Bromsgrove
Worcestershire
B61 0TX

3 January 2020

Dear

Re: Request for information under the Freedom of Information Act 2000
Ref no: CAS-04982-W5V7Y1-RB

Thank you for your correspondence dated 18 December 2019 making a request under the Freedom of Information Act 2000 for access to information which may be held by NHS Redditch and Bromsgrove Clinical Commissioning Group (CCG).

You requested the following information and our response is detailed below:

How many joiners, movers, and leavers do you process per year?	27
- of which number of Joiners Forms	4
- of which number of Movers Forms	14
- of which number of Leavers Forms	9
How many staff/whole time equivalents manage this process?	FTE = 0.013
Do you have an automated system to manage ESR?	No
Do you use a single sign on solution across the organisation to manage the accounts?	No
If so, which solution do you have?	N/A
How many people are in your organisation's data quality team?	None

Please note: The CCG can't segregate Redditch and Bromsgrove (RB) from Wyre Forest (WF) as they both exist in the same ESR VPD and there is nothing in the current work structures that enable us to identify a form as relating to RB vs WF. We are therefore providing a joint response to cover those 2 together.

Right of appeal

Should you require any further information or clarification regarding this response, or do not feel that your request has been answered as you would expect, please contact the FOI team to discuss. However, if you remain dissatisfied with the service you have received in relation to your request and wish to request a review of our decision, this can be formally requested in writing and must be within a reasonable period of time (two calendar months) from the date this response was issued

Redditch and Bromsgrove Clinical Commissioning Group

Initially you should write to the freedom of information officer, either by email on MLCSU.FOITeam@nhs.net or post to Jubilee House, Lancashire Business Park, Leyland, PR26 6TR, specifying why you feel you have been wrongly denied access to the information requested. The freedom of information team will make sure your request is investigated by an independent reviewer who was not involved in the original consideration of your request and a written response will be provided within 20 working days.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner's Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Redditch and Bromsgrove CCG. The ICO can be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
www.ico.gov.uk

Copyright and the Re-use of Public Sector Information Regulations

Most of the information that we provide in response to Freedom of Information Act 2000 requests will be subject to copyright protection. In most cases the copyright will be owned by NHS Redditch and Bromsgrove CCG. The copyright in other information may be owned by another person or organisation, as indicated in the information itself.

You are free to use any information supplied for your own use, including for non-commercial research purposes. The information may also be used for the purposes of news reporting. However, any other type of re-use, for example, by publishing the information or issuing copies to the public will require the permission of the copyright owner. For information where the copyright is owned by NHS Redditch and Bromsgrove CCG please submit a request in writing stating:-

- Name and address of applicant requiring permission for re-use of the information
- Full details of the document/information required for re-use sufficient for the NHS Redditch and Bromsgrove CCG to identify it
- The purpose for which the document/information is to be re-used

For information where the copyright is owned by another person or organisation, you must apply to the copyright owner to obtain their permission. However, if you require more information on copyright please see the ICO guidance which can be accessed via the following link;

<https://ico.org.uk/media/for-organisations/documents/1151/datasets-foi-guidance.pdf>

Yours faithfully

FOI Officer

On behalf of NHS Redditch and Bromsgrove CCG