

Date: Wednesday, 05th February 2020
Our Ref: MB/SS FOI 4207

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Re: Freedom of Information Request FOI 4207

We are writing in response to your request submitted under the Freedom of Information Act, received in this office on 21st January 2020.

Your request was as follows:

- How does your trust administer Mandatory and Statutory training to your substantive Healthcare and Non-Healthcare staff? (in-house or external provider)

In-house; OLM for any e-learning modules

- If you utilise an external provider who do you use?

N/A

- If you provide training internally who is the head of your training department?

Section 21 of the Freedom of Information Act 2000 provides that:

“(1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.

(2) For the purposes of subsection (1)—

(a) information may be reasonably accessible to the applicant even though it is accessible only on payment...”

The information you have requested is published in The Walton Centre's NHS Foundation Trust website, please use the following link:

<http://www.thewaltoncentre.nhs.uk/uploadedfiles/Trust%20Board/Org%20Structures/Workforce%20and%20Innovation.pdf>

As a result, we believe that the information is already reasonably accessible to you.

- Please provide information about which mandatory and statutory training courses you provide for your substantive healthcare and non-healthcare staff.

Statutory Training:

- Health & Safety (included in induction and H&S study day)
- Fire
- Local Induction
- Corporate Induction



Mandatory Training:

- Safeguarding Children - Level 1 - induction & e-learning
- Safeguarding Children - Level 2- e-learning
- Safeguarding Adults - Level 1- induction & e-learning
- Safeguarding Adults - Level 2- e-learning
- Dementia Awareness - e-learning
- Learning Disability Awareness- e-learning
- Basic Prevent Awareness - induction & e-learning
- Prevent WRAP - Level 3 - e-learning
- Deprivation of Liberty (DOL's) - induction & e-learning
- Mental Capacity Act (MCA) - induction & e-learning
- Consent - Clinical Staff - e-learning
- Consent - Medical Staff- face to face
- Hand Hygiene- face to face
- Information Governance inc Data Protection & FOI- e-learning
- Resuscitation - face to face (part of H&S and induction)
- Violence & Aggression (CRT) including Breakaway training - face to face - standalone session - e-learning for medical staff
- Infection Prevention & Control - face to face, part of induction and H&S study day
- Slips, Trips & Falls - patient - face to face, part of induction and H&S study day
- Inoculation Incident- face to face, part of induction and H&S study day
- Transfusion Process- face to face, part of induction and H&S study day
- Moving & Handling - patient - face to face, part of induction and H&S study day
- EPMA- e-learning
- Medical Devices - face to face
- Medicines Management - face to face
- Investigation of incidents, complaints & claims - face to face
- Equality & Diversity- e-learning
- Bullying & Harassment (Dignity at Work) - face to face - induction
- Health Record Keeping - face to face - induction
- Making Every Contact Count - Brief Encounters - - e-learning
- Making Every Contact Count - Motivating Change - - e-learning

• Please provide information regarding how many healthcare and non-healthcare substantive staff complete Mandatory and Statutory training annually.

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• How much does it cost to train a healthcare member of staff and a non-healthcare member of staff every year?

I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 (FOIA) that we do not collate information on how much it costs to train a healthcare member of staff and a non-healthcare member of staff every year.

Under the FOI Act, we are not required to create this information in order to answer your request. I should explain that



the FOI Act is to do with transparency of information held by public authorities. It gives an individual the right to access recorded information held by public authorities. The FOI Act does not require public authorities to generate information, or to answer questions, provide explanations or give opinions, unless this is recorded information that they already hold.

• What is your current spend in 2019 on agency nurses, AHPs and Doctors?

£511,627.09

Please see our response above in [blue](#).

Re-Use of Public Sector Information

All information supplied by the Trust in answering a request for information (RFI) under the Freedom of Information Act 2000 will be subject to the terms of the Re-use of Public Sector Information Regulations 2005, Statutory Instrument 2005 No. 1515 which came into effect on 1st July 2005.

Under the terms of the Regulations, the Trust will licence the re-use of any or all information supplied if being used in a form and for the purpose other than which it was originally supplied. This license for re-use will be in line with the requirements of the Regulations and the licensing terms and fees as laid down by the Office of Public Sector Information (OPSI). Most licenses will be free; however the Trust reserves the right, in certain circumstances, to charge a fee for the re-use of some information which it deems to be of commercial value.

Further information can be found at www.opsi.gov.uk where a sample license terms and fees can be found with guidance on copyright and publishing notes and a Guide to Best Practice and regulated advice and case studies, at www.opsi.gov.uk/advice/psi-regulations/index.htm

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to the Freedom of Information Office at the address above.

Please remember to quote the reference number, FOI 4207 in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioners Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

Mike Burns

Mr. Mike Burns, Executive Lead for Freedom of Information