

Freedom of Information is located at:

Wye Valley NHS Trust,
Monkmoor Court,
31-34 Commercial Road,
Hereford, HR1 2BG

freedom.information@wvt.nhs.uk

INFORMATION REQUEST FOI2022/316

07 November 2022

Thank you for your Freedom of Information request.

Staff contact list

1. Any record of the existence of a current contact list of all hospital personnel which is available and is accessible to hospital administrators and staff of any Incident Coordination Centre. (Can be answered yes / no.)
2. The date(s) of the most recent update(s) of such a contact list. (Can be answered with a date or dates.)

Mobilization and recruitment of personnel during an emergency or disaster

3. Any record of the existence of procedure(s) for the mobilization of existing on-duty and off-duty staff to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)
4. Any record of the existence of procedure(s) for recruitment and training of extra personnel and volunteers to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)
5. Any record of the existence of emergency rosters of staff who can be mobilised to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)

Duties assigned to personnel for emergency or disaster response and recovery

6. Any record of whether all key personnel in any hospital incident management system for command, control and coordination in an emergency or disaster response have received training in incident management. (Can be answered yes / no.)
7. If such training is received then any record of whether training or an exercise has been conducted for all such key personnel at least annually. (Can be answered yes / no.)

Well-being of hospital personnel during an emergency or disaster

8. Any record of the existence of designated spaces and available measures for hospital personnel to rest, sleep, eat, drink, observe faith-based practices and meet personal needs during an emergency. (Can be answered yes / no.)
9. Any record of for how long these measures can be sustained. (Can be answered in hours or days.)

I have considered your request and have set out the Trust's response below:

1. Yes
2. October 22
3. Yes

4. Yes
5. Yes
6. New Mandatory NHSE incident training being rolled out across NHS and is underway
7. Not as yet – pending completion of NHS training
8. Yes – would be considered as part incident management
9. No specific record – would be bespoke depending on the Incident

Please note that a record of previous Trust FOI responses is now available to consult online by visiting:

<https://www.wyevalley.nhs.uk/about-us/information-requests/freedom-of-information-requests.aspx>

If you have queries or any concerns my contact details are given at the top of the letter. Please remember to quote the reference number above in any future communications. If you are dissatisfied with the handling or response to your request and wish to ask for a review of this, please contact me and I will arrange this to be done.

Further information is available from the Information Commissioner's Office who can be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Telephone: 0303 123 1113 Web site: www.ico.gov.uk

Yours sincerely,

Freedom of Information Coordinator

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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.

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