



**Freedom of Information Request**

**Ref: UHB 19-687**

26 November 2019

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

1. Please provide name and contact details (email address and telephone number where possible) of any Lead Cancer Nurses and Cancer Managers you have within your Trust, broken down by site, and then department and speciality of cancer.

1.0 WTE Band 8B Cancer Manager (Hannah Marder [Hannah.Marder@UH Bristol.nhs.uk](mailto:Hannah.Marder@UH Bristol.nhs.uk)) and 1.0 WTE Band 8B Lead Cancer Nurse (Ruth Hendy [Ruth.Hendy@UH Bristol.nhs.uk](mailto:Ruth.Hendy@UH Bristol.nhs.uk)). Both post are fully recruited.

There is also 1.00 WTE paediatric Lead Nurse / Matron (Helen Morris [Helen.Morris@UH Bristol.nhs.uk](mailto:Helen.Morris@UH Bristol.nhs.uk)) based in W&C and Jamie Cargill ([Jamie.Cargill@UH Bristol.nhs.uk](mailto:Jamie.Cargill@UH Bristol.nhs.uk)) for Teenage and Young Adult Service (TYA).

2. How much cancer related agency usage from January 2018 to November 2019 has the Trust used? This is a request for Nursing only. I request for this information to be broken down into the following:
  - a. unit/site and ward/department.
  - b. grade/title (i.e. Band 5/6/7 Nurse etc.).  
Please see first tab of the attachment.
  - c. amount of hours and/or full time equivalent (FTE) broken down per month during the requested time period above.
  - d. total cost of agency usage (in £) per month during the requested time period above.  
Please see second tab of the attachment.
  - e. what agencies were used, along with total amount in £ per agency on a monthly basis during the requested time period above.

Please see third and fourth tab of the attachment.

3. How does the Trust source any cancer-related Nurse Agency requirements? I request your answer include any frameworks that you use along with the number of SLAs you have in place with providers.

A Service Level agreement (SLA) between GRI UK (neutral vendor recruitment company) and University Hospitals Bristol. GRI are on the Crown Commercial Services framework and any agency that works through GRI work towards the CCS framework guidelines.

4. Based on your answer above, can you confirm the number of incidences whereby your agency need has been charged above NHSi cap, broken down per shift on a monthly basis i.e. April 2018 = 25 shifts.

730 shifts covered which were charged over the NHSI cap. Please see the breakdown per month on the fifth tab of the attachment.

5. Who is responsible for making the decision on which agency/recruitment business to use to fulfil your agency nursing requirements. Please include name and contact details (email and telephone number where possible).

This is done through GRI and the SLA the Trust has with them and they have with various agencies. GRI interview and take agencies onto their books. The Trust's Temporary Staffing Bureau Team clears all agency staff for compliance and then agencies can book through the electronic system.

GRI audit each agency and manage their performance

6. What are the Trusts current full-time and part-time vacancies for:

- a. Cancer Clinical Nurse Specialists – 2 WTE
- b. Lead Cancer Nurse – Ruth Hendy
- c. Cancer Manager – Hannah Marder
- d. Chemotherapy Nurses – 3.36 WTE
- e. Radiology Nurses – 1 WTE band 5
- f. Oncology Nurses – 1.36 WTE

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, 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:

Director of Corporate Governance  
University Hospitals Bristol NHS Foundation Trust  
Trust Headquarters  
Marlborough Street  
Bristol

BS1 3NU

Please remember to quote the reference number above 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 Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

#### Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

**FOI Team**  
**UH Bristol NHS Foundation Trust**