

22 May 2018

Freedom of Information Request – Ref: FOI 040-1819

Thank you for your recent Freedom of Information request about Absence Management. Please find the Trust's response below.

1. How does the organisation record and report absence? Please list all software, systems and/or services used for absence management. Providing the information split by the following staffing groups

Please provide the above information in the below table, I have included four spaces across the staffing groups, if the organisation utilises more than four systems please add rows to detail all software, systems and/or services.

Nursing & HCA	1.ESR	
	2.Allocate – e-rostering	
	3.	
	4.	
Medical & Dental	1.ESR	
	2.	
	3.	
	4.	
Non-Medical Non-Clinical	1.ESR	
	2.Allocate – e-rostering	
	3.	
	4.	

Examples of systems/software include:

- Rostering providers (ie. Allocate, SMART, Rotamap, Software Enterprises etc)
- NHS Electronic Staff Record (ESR)
- Enterprise Resource Planning (ERP) (ie. SAP, Oracle)
- Absence Management Tools (ie. Empactis, Firstcare)

Should you have any queries in relation to our response in this letter, please do not hesitate to contact me. If you are unhappy with the response you have received in relation to your request and wish to ask us to review our response, you should write to:-

Anna Hilditch
Assistant Trust Secretary,
2gether NHS Foundation Trust
Rikenel
Montpellier

GLOUCESTER GL1 1LY
Tel: 01452 894165
E-mail: anna.hilditch@nhs.net

If you are not content with the outcome of any review, you may apply directly to the Information Commissioner's Office (ICO) for further advice/guidance. Generally, the ICO will not consider your case unless you have exhausted your enquiries with the Trust which should include considering the use of the Trust's formal complaints procedure. The ICO can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Yours sincerely,

Lisa Evans

LISA EVANS
Information Governance Officer
²gether NHS Foundation Trust

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or write to: OPSI, 102 Petty France, London SW1H 9AJ.