

Freedom of Information request 43-17

Request

I am hoping that you are able to assist with an urgent freedom of information request. Please provide me with the following information relating to staffing within the pharmacy department (all areas including: dispensary, clinical, aseptic, clinical trials, MI).

1. How many permanent staff are employed by the pharmacy department?
2. How many permanent vacancies are currently open/unfilled within the pharmacy department?
3. How many agency staff/locums are currently being used across the pharmacy department?
4. How many bank temps are being used across the pharmacy department?
5. During the 2015-2016 financial year, how much did the pharmacy department spend on temporary agency staff
6. During the 2015-2016 financial year, how much did the pharmacy department spend on temporary bank staff
7. During the 2015-2016 financial year, how much did the pharmacy department spend on permanent finders/introduction fees through recruitment agencies
8. Does the pharmacy department utilise frameworks for temporary staffing? If so, which framework is of choice?
9. Does the pharmacy department book agency staff direct with agencies or do all bookings run through a centralised temporary staffing team?
10. Does the pharmacy department work within a master vendor agreement or managed service agreement?
11. Which agencies does the pharmacy department use for temporary/locum staff?
12. Please provide me with the following contact names within the authority:
 - a) The name of the senior manager (Chief Pharmacist/Director of Pharmacy) with overall responsibility for the pharmacy department.
 - b) The name of the head of temporary staffing.

Response

1. There are currently 51.27 WTE permanent staff employed within the Pharmacy Department.
2. There are currently 2 permanent posts being advertised within the Pharmacy Department.
3. There are no agency staff currently being used within the Pharmacy Department.
4. There were a total of 0.41 WTE Pharmacy bank workers utilised in December 2016.
5. No spend on agency/locums was incurred within Pharmacy.
6. During 2015/16 the spend on temporary bank staff for Pharmacy was £18,100.58.
7. No recruitment permanent finders/introductory fees were incurred.

8. Not applicable.
9. We do not have a centralised temporary staffing booking system, the Pharmacy Senior Management Team organise and book the required agency and bank staff for the service.
10. The Pharmacy Service within NHS Borders is delivered by NHS Borders employees.
11. Not applicable.
12. A) Mrs Alison Wilson, Director of Pharmacy
B) Not applicable.

If you are not satisfied with the way your request has been handled or the decision given, you may ask NHS Borders to review its actions and the decision. If you would like to request a review please apply in writing to, Freedom of Information Review, NHS Borders, Room 2EC3, Education Centre, Borders General Hospital, Melrose, TD6 9BS or foi.enquiries@borders.scot.nhs.uk.

The request for a review should include your name and address for correspondence, the request for information to which the request relates and the issue which you wish to be reviewed. Please state the reference number **43-17** on this request. Your request should be made within 40 working days from receipt of this letter.

If following this review, you remain dissatisfied with the outcome, you may appeal to the Scottish Information Commissioner and request an investigation of your complaint. Your request to the Scottish Information Commissioner should be in writing (or other permanent form), stating your name and an address for correspondence. You should provide the details of the request and your reasons for dissatisfaction with both the original response by NHS Borders and your reasons for dissatisfaction with the outcome of the internal review. Your application for an investigation by the Scottish Information Commissioner must be made within six months of your receipt of the response with which you are dissatisfied. The address for the Office of the Scottish Information Commissioner is, Office of the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife.