

Freedom of Information request 128-18

Request

I would be grateful if you would provide the following information.

1. Number of NHS Borders staff who have had disciplinary hearings regarding record keeping over the last 10 years.
2. If possible, the breakdown of staff groups for these members of staff.
3. A summary of the outcome of these hearings i.e
 - a. No case to answer
 - b. Informal action required
 - c. Formal disciplinary sanction required.
4. For c above, the number and % of staff dismissed for gross misconduct for record keeping failures.

Response

1. There have been 6 members of NHS Borders staff who have had disciplinary hearings regarding record keeping over the last 10 years up to 31 December 2017.
2. These members of staff were from the nursing and midwifery staff group.
3. Please find below a summary of the outcome of these hearings:
 - First and final written warning – 4 cases
 - Referral to capability process – 1 case
 - Case ongoing – 1 case
4. No staff members (0%) have been dismissed for gross misconduct for record keeping failures.

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 **128-18** 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.