

Freedom of Information request 369-20

Request

I am writing to make a request under the Freedom of Information Act in relation to job Planning at your organisation, including information relating to your use of job planning and third-party suppliers. Please complete the questions below-

1. Does the organisation use an external supplier to manage job planning?
2. If so, which supplier does the organisation use?
3. What was the annual cost to the third party in 19/20?
4. Please can you provide the contract start and end date?
5. Did the organisation procure the supplier via a framework? If so, which framework?
6. What % of the third-party job planning system has been rolled out across the trust?

Response

- 1) No, job planning is an internally managed process. We do use a commercially available software product to document and record the outcome of job planning for medical staff.
- 2) Allocate - e-job Plan
- 3) No cost
- 4) September 2019 for three years
- 5) Yes through the National Services Scotland National Framework
- 6) 100%

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 **369-20** 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.