

Information Governance

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2 September 2021

Our reference: FOI DA3671

I am responding to your request for information received 20 January 2021. I am sincerely sorry for the delay in responding to your request. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,



Keshia Harvey
Information Governance Manager

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision.

If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113
Web: www.ico.org.uk

Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention

Chair: Mark Lam

Chief Executive: Paul Calaminus

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Request:

Dear East London NHS Foundation Trust,

I am writing to request information under the Freedom of Information Act regarding Rota Supplier information. Please can you complete the below questions.

Question 1. Does your organisation use any third-party software to support the creation of staff rotas?

If yes, please state the name of the supplier. (a rota is a pattern of shift work with no individuals attached to it. A rota is used to form a blueprint of compliance or rules based on working patterns for a department, team or unit e.g. to create junior doctor rotas compliant to the 2016 Junior Doctor contract. Rotas are not to be confused with rosters (when shifts are allocated to workers))

Answer: Yes, the Trust uses DRS4 (Allocate) and Health Roster System.

Question 2. Out of the following options, which staffing groups are rotas utilised for via your Rota system?

- a. Medical- Consultants**
- b. Medical- Junior Doctors**
- c. Nursing and Healthcare Assistants (HCAs)**
- d. Admin and Estates**
- e. Scientific, Therapeutic & Technical (STT) Staff and Allied Health Professionals (AHPs)**

Answer: Junior Doctors, Admin, Bank and Clinical Staff.

Question 3. What is the contract start date for your rota supplier? (dd/mm/yy)

Answer: Health Roster - 30/05/2018
Allocate – 01/01/2021

Question 4. What is the contract end date for your rota supplier? (dd/mm/yy)

Answer: Health Roster - End 29/05/2023
Allocate – 31/12/2023

Question 5. What was the annual cost of your rota supplier for the financial year 19/20 (April 2019 - March 2020)?

Answer: £175,462 inclusive of VAT.

Question 6. Are there any exit costs incurred for changing rota supplier? If yes, please state the exit cost

Answer: Health Roster - Nil.
Allocate - Not if ELFT provide 90 days' notice

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Question 7. What framework was used to procure the rota supplier? Please state the specific name of the framework e.g. G-Cloud, HealthTrust Europe, etc

Answer: HTE Framework

Question 8. Is your Rota supplier the same as your rostering supplier?

Answer: No.

Question 9. Does your rota system integrate with your rostering system?

Question 10a. Does your rota system integrate with your organisation's Payroll system?

Question 10b. If so, is the integration with payroll through an open API?

Answer: Not applicable.

Question 11. What other third-party systems does your rota system integrate with?

Answer: Not applicable.

Question 12. Is your rota system used for the creation of rotas?

Answer: Yes.

Question 13. Is your rota system used for the validation of rotas after they have been created?

Answer: Yes.

Question 14. Does your rota system provide exception reporting? (Exception reporting is the formal mechanism that workers can use to register variations from their agreed work schedule, in terms of their working hours and training.)

Answer: Yes.

Question 15. Does your rota system automatically send completed rota patterns to the associated worker?

Answer: The Trust has reviewed your request for information under the Freedom of Information Act (FOI) 2000.

Section 1(1) of the FOI Act states:

Any person making a request for information to a public authority is entitled—

*(a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and
(b) if that is the case, to have that information communicated to him.*

The Trust does not hold the information requested and it is therefore not disclosable.

Question 16. Does your rota system provide online rota approval that can be accessed by multiple teams?

Answer: Yes.

Question 17. Are there two separate teams in place at the organisation for supporting your rota system and your rostering system?

Answer: Yes.

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