

Information Governance

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Ref: FOI2018/4683

Date Received: 15th May 2018
Response Due: 13th June 2018

7th June 2018

Dear

INFORMATION REQUEST UNDER THE FREEDOM OF INFORMATION ACT 2000

We are now pleased to respond to your request for information under the FOI Act.

Could you please provide the following information relating to discharge teams in your Trust:

1. *Firstly, how many members of staff are employed full time or part time within your hospital discharge team?*

Information from 2016 to present - 1 x WTE Band 7 Lead Nurse + 1 x Part time band 7 Senior Nurse + 6 x WTE Band 4 Discharge Coordinators + 1 x WTE Band 3 Senior Clerical Officer + 3 x WTE Clerical Officers

2. *Secondly, how many local authority staff are employed by your Trust to facilitate discharge into adult social care?*

Information from 2016 to present – The acute Trust do not employ local authority staff. All adult social care staff are provided by the Wigan Local Authority and are part of the Integrated Discharge Team based at Wrightington, Wigan and Leigh Foundation Trust. Currently we have the following staff who work for Adult social care within the acute discharge team: 2 x WTE Advanced Practitioners (Senior Social workers) + 8 x Qualified Social Workers + 8 Social Care Officers.

3. *Thirdly, could you please provide all available data on how many patients you discharge broken down annually and by month if possible?*

We are unable to provide the data requested from 2016 to present as it would require significant time to collate due to data being stored on various different systems.

Refusal Notice - The information that you have requested is exempt under Section 12 of the Freedom of Information Act because it will take more than 18 hours to retrieve and extract the relevant information.

12. — (1) Section 1(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit.

Regulation 4(3) of the Fees Regulations states that a public authority can only take into account the costs it reasonably expects to incur in carrying out the following permitted activities in complying with the request:

- ☐ determining whether the information is held;
- ☐ locating the information, or a document containing it;
- ☐ retrieving the information, or a document containing it; and
- ☐ extracting the information from a document containing it.

All public authorities should calculate the time spent on the permitted activities at the flat rate of £25 per person, per hour.

This means that the appropriate limit will be exceeded if it would require more than 18 hours work for all public authorities.

The Trust is unable to provide data for the period asked for i.e. 2010 as requested as it was not recorded centrally, if recorded it would be held within individual case notes. As case notes are for the care and treatment for patients we do not ask staff to search them in order to respond to Freedom of Information requests.

I trust that this information is helpful to you, however if you are not entirely satisfied with this response please do not hesitate to contact the Information Governance Department on 01257 256284. If we do not hear from you Within 28 days we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Andrew Foster
Chief Executive

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If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Wrightington Hospital, Hall Lane, Appley Bridge, Wigan, WN6 9EP

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision. Generally the ICO cannot make a decision unless you have exhausted the complaints procedure at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF