

Wrightington, Wigan and Leigh Teaching Hospitals

NHS Foundation Trust

Information Governance Department

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Email: foi@wwl.nhs.uk
Web: www.wwl.nhs.uk

Ref: FOI/2025/10880

Date Received: 2nd July 2025

Response Due: 30th July 2025

Date: 29th July 2025

Dear Sir/Madam

With reference to your request for information received on 2nd July 2025, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

In your request you asked:

- 1. In your organisation, do you employ “job planning” for pharmacists (job planning in this instance is typically the division of a working week into half day “sessions” allocated to commitments such as clinical work, development, supporting professional activities time, teaching, research, etc)?**

No, there is no formal Job Planning employed - depending on the pharmacists banding each pharmacist has an expected level ‘job planning’ to be undertaken considering clinical, managerial, supervision and development requirements to support their role but there is no formal structure enforced for this.

- 2. How many pharmacists do you employ? Please state headcount**

36.

- 3. Of the pharmacists that you employ, how many have job plans?**

0

- 4a. For each pharmacist with a job plan, please provide the proportion of contracted hours allocated to protected* time for supporting professional activities (SPA), also known as protected learning time or professional development time**

No formal job planning is employed

- 4b. For each pharmacist without a job plan, please provide the proportion of contracted hours allocated to protected time for supporting professional activities (SPA), also known as protected learning time or professional development time**

No formal SPA is employed. Protected time for staff development is given on a case-by-case basis depending on the staff role and courses being attended

5. If it is not possible to provide an answer to question 4a or 4b, please provide the recommended allocation to supporting professional activities (SPA), also known as protected learning time or professional development time, in hours per week for a full-time employed pharmacist.

Protected time for SPA is delivered on a case-by-case basis depending on the staff role. This varies between staff and their own development requirements/needs.

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 40 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Gary Masterman
Associate Director of Pharmacy (Governance Assurance)

PLEASE NOTE:

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, Wroughtington, Wigan and Leigh NHS Foundation Trust, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

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

Helpline number: 0303 123 111