Freedom of Information Request

Reference Number: EPUT.FOI.20.1681
Date Received: 5th October 2020

Information Requested:

1. Please provide information around how you have determined safe staffing levels for the forensic care you provide. For each level, please provide minimum staffing day and night per staff category (Medical, nursing, healthcare assistants, therapeutic, etc.). Are there days when you do not meet your minimum staffing levels? How often is that per month? Please split between High secure, Medium secure and Low secure.

The Trust only provides Low and Medium Security care.

The Trust follows the principles of NHSI’s Developing workforce safeguards produced in October 2018 to determine staffing levels. Following the principles set out in the document discussions take place with all wards at least annually. Data in relation to incidents, complaints and general feedback is triangulated with patient outcomes and professional judgement of managers and senior leaders and a workforce specialist in the nursing directorate. This results in an annual board report being produced in relation to proposed establishment levels. The system is supported by daily safer staffing reports and to improve evidence based decision making sure the Trust has implemented SafeCare that provides evidence of safe staffing against acuity levels.

Low Security Staffing Levels

- **Day**
  - Medical 1 Consultant, 1 Higher or Lower trainee
  - Nursing registered 2 (Some LSU Rehabilitation 1 RMN)
  - Nursing Non Registered 3 (Some LSU Rehabilitation 2 non Registered)
  - AHP
    - 8.5 Registered OT/AHP shared across Low and Medium Secure Wards
    - 9.5 Non registered OT/AHP shared across Low and Medium Secure Wards
  - Psychology
    - 8.6 Registered shared across Low and Medium Secure Wards
    - 6.5 Trainees shared across Low and Medium Secure Wards

- **Night**
  - Medical On call arrangements apply
  - Nursing registered 2 (Some LSU Rehabilitation 1RMN)
  - Nursing Non Registered 3 (Some LSU Rehabilitation 2 Non Registered)
Medium Security

- **Day**
  - Medical 1 Consultant plus 1 higher or lower trainee
  - Nursing registered 2
  - Nursing Non Registered 3
  - AHP
    - 8.5 Registered OT/AHP shared across Low and Medium Secure Wards
    - 9.5 Non registered OT/AHP shared across Low and Medium Secure Wards
  - Psychology
    - 8.6 Registered shared across Low and Medium Secure Wards
    - 6.5 Trainees shared across Low and Medium Secure Wards

- **Night**
  - Medical On Call arrangements apply
  - Nursing registered 2
  - Nursing Non Registered 3
  - AHP
  - Psychology

Due to the nature of clinical activity and staff availability there are occasions where the Trust standard is not met. This will vary throughout the year so a single figure cannot be given. As no time frame has been requested, the attached (Table A) is the compliance rates for Medium and Low Secure Services for the months of April, May and June 2020 which provides a representative sample.

2. Please fill in the attached Excel with whole time equivalent (WTE) per ward per staff category (Medical / Nursing / Healthcare Assistants and other support staff / Scientific / Therapeutic and Technical Staff

Please see attached (Table B)

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Applied Exemption:

**Section 40 (Personal information):**

1. Any information to which a request for information relates is exempt information if it constitutes personal data of which the applicant is the data subject.

2. Any information to which a request for information relates is also exempt information if—
   1. it constitutes personal data which do not fall within subsection (1), and
   2. either the first or the second condition below is satisfied.
(3) The first condition is—

(a) in a case where the information falls within any of paragraphs (a) to (d) of the definition of “data” in section 1(1) of the Data Protection Act 2018, that the disclosure of the information to a member of the public otherwise than under this Act would contravene—

(i) any of the data protection principles, or

(ii) section 10 of that Act (right to prevent processing likely to cause damage or distress), and

(b) in any other case, that the disclosure of the information to a member of the public otherwise than under this Act would contravene any of the data protection principles if the exemptions in section 33A(1) of the Data Protection Act 2018 (which relate to manual data held by public authorities) were disregarded.

(4) The second condition is that by virtue of any provision of Part IV of the Data Protection Act 2018 the information is exempt from section 7(1)(c) of that Act (data subject’s right of access to personal data).

(5) The duty to confirm or deny—

(a) does not arise in relation to information which is (or if it were held by the public authority would be) exempt information by virtue of subsection (1), and

(b) does not arise in relation to other information if or to the extent that either—

(i) the giving to a member of the public of the confirmation or denial that would have to be given to comply with section 1(1)(a) would (apart from this Act) contravene any of the data protection principles or section 10 of the Data Protection Act 2018 or would do so if the exemptions in section 33A(1) of that Act were disregarded, or

(ii) by virtue of any provision of Part IV of the Data Protection Act 2018 the information is exempt from section 7(1)(a) of that Act (data subject’s right to be informed whether personal data being processed).

(6) In determining for the purposes of this section whether anything done before 24th October 2007 would contravene any of the data protection principles, the exemptions in Part III of Schedule 8 to the Data Protection Act 2018 shall be disregarded.

(7) In this section— “the data protection principles” means the principles set out in Part I of Schedule 1 to the Data Protection Act 2018, as read subject to Part II of that Schedule and section 27(1) of that Act;

- “data subject” has the same meaning as in section 1(1) of that Act;
- “personal data” has the same meaning as in section 1(1) of that Act.
Publication Scheme:

As part of the Freedom of Information Act all public organisations are required to proactively publish certain classes of information on a Publication Scheme. A publication scheme is a guide to the information that is held by the organisation. EPUT’s Publication Scheme is located on its Website at the following link https://eput.nhs.uk
<table>
<thead>
<tr>
<th></th>
<th>Apr-20 Registered</th>
<th>Apr-20 Unregistered</th>
<th>May-20 Registered</th>
<th>May-20 Unregistered</th>
<th>Jun-20 Registered</th>
<th>Jun-20 Unregistered</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EDWARD HOUSE</strong></td>
<td>94.2%</td>
<td>140.8%</td>
<td>116.7%</td>
<td>145.6%</td>
<td>101.6%</td>
<td>125.8%</td>
</tr>
<tr>
<td><strong>ALPINE</strong></td>
<td>96.7%</td>
<td>228.3%</td>
<td>111.7%</td>
<td>196.7%</td>
<td>108.1%</td>
<td>250.0%</td>
</tr>
<tr>
<td><strong>AURORA</strong></td>
<td>106.7%</td>
<td>148.3%</td>
<td>156.7%</td>
<td>190.0%</td>
<td>125.8%</td>
<td>138.7%</td>
</tr>
<tr>
<td><strong>CAUSEWAY</strong></td>
<td>113.3%</td>
<td>121.1%</td>
<td>125.0%</td>
<td>140.1%</td>
<td>106.5%</td>
<td>129.0%</td>
</tr>
<tr>
<td><strong>DUNE</strong></td>
<td>95.0%</td>
<td>136.7%</td>
<td><strong>73.3%</strong></td>
<td>140.0%</td>
<td>101.6%</td>
<td>153.2%</td>
</tr>
<tr>
<td><strong>FOREST</strong></td>
<td>106.7%</td>
<td>131.7%</td>
<td>166.7%</td>
<td>140.0%</td>
<td>117.7%</td>
<td>140.3%</td>
</tr>
<tr>
<td><strong>FUJI</strong></td>
<td>105.0%</td>
<td>111.7%</td>
<td>113.3%</td>
<td>120.0%</td>
<td>98.4%</td>
<td>113.7%</td>
</tr>
<tr>
<td><strong>LAGOON</strong></td>
<td>98.3%</td>
<td>203.3%</td>
<td>113.3%</td>
<td>248.3%</td>
<td>109.7%</td>
<td>187.1%</td>
</tr>
<tr>
<td><strong>ROBIN PINTO UNIT</strong></td>
<td>146.7%</td>
<td>128.9%</td>
<td>100.0%</td>
<td>203.3%</td>
<td>138.7%</td>
<td>132.3%</td>
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<tr>
<td><strong>WOODELA CLINIC</strong></td>
<td>230.0%</td>
<td>114.4%</td>
<td>103.3%</td>
<td>145.0%</td>
<td>219.4%</td>
<td>110.8%</td>
</tr>
</tbody>
</table>

**TARGET >90%**
<table>
<thead>
<tr>
<th>Hospital</th>
<th>Ward name</th>
<th>Level (high, medium or low secure)</th>
<th>Number of inpatient beds</th>
<th>Percentage Occupancy Excluding Leave as at 30/09/2020</th>
<th>Medical and Dental</th>
<th>Nursing, Midwifery and Health Visiting Staff</th>
<th>Healthcare Assistants and Other Support Staff</th>
<th>Scientific, Therapeutic and Technical Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brockfield House</td>
<td>Alpine</td>
<td>Medium Secure</td>
<td>13</td>
<td>97%</td>
<td>-</td>
<td>8.19</td>
<td>13.88</td>
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<tr>
<td>Brockfield House</td>
<td>Aurora</td>
<td>Medium Secure</td>
<td>12</td>
<td>100%</td>
<td>-</td>
<td>4.29</td>
<td>6.44</td>
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</tr>
<tr>
<td>Brockfield House</td>
<td>Forest</td>
<td>Medium Secure</td>
<td>16</td>
<td>100%</td>
<td>-</td>
<td>6.94</td>
<td>10.22</td>
<td>-</td>
</tr>
<tr>
<td>Brockfield House</td>
<td>Fuji</td>
<td>Medium Secure</td>
<td>12</td>
<td>100%</td>
<td>-</td>
<td>9.59</td>
<td>16.9</td>
<td>-</td>
</tr>
<tr>
<td>Brockfield House</td>
<td>Lagoon</td>
<td>Medium Secure</td>
<td>15</td>
<td>94%</td>
<td>-</td>
<td>8.59</td>
<td>10.73</td>
<td>-</td>
</tr>
<tr>
<td>Brockfield House</td>
<td>Causeway</td>
<td>Low Secure</td>
<td>16</td>
<td>81%</td>
<td>-</td>
<td>9.59</td>
<td>10.73</td>
<td>-</td>
</tr>
<tr>
<td>Brockfield House</td>
<td>Dune</td>
<td>Low Secure</td>
<td>15</td>
<td>89%</td>
<td>-</td>
<td>9.09</td>
<td>8.59</td>
<td>-</td>
</tr>
<tr>
<td>Bedfordshire/Luton</td>
<td>Robin Pinto</td>
<td>Low Secure</td>
<td>18</td>
<td>92%</td>
<td>-</td>
<td>9.58</td>
<td>8.59</td>
<td>-</td>
</tr>
<tr>
<td>The Glade Bedfordshire</td>
<td>Woodlea Clinic</td>
<td>LD Low Secure</td>
<td>10</td>
<td>100%</td>
<td>-</td>
<td>7.68</td>
<td>11.01</td>
<td>-</td>
</tr>
<tr>
<td>Linden Centre</td>
<td>Edward House</td>
<td>Low Secure</td>
<td>20</td>
<td>95%</td>
<td>-</td>
<td>16.02</td>
<td>15.03</td>
<td>*</td>
</tr>
</tbody>
</table>

* Staff Whole Time Equivalents (WTE) less than five have been suppressed as the Trust believes this could be person identifiable put together with other information. The Trust is therefore withholding this information under Section 40 (Personal Information) of the Act.