

## Freedom of Information Request

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**Reference Number:** EPUT.FOI.21.1809

**Date Received:** 14<sup>th</sup> January 2021

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### Information Requested:

1. Please provide me with a copy of the procedure for allocation of a key worker  
The term “Keyworker” is not regularly used now and has been replaced predominately by “Named Nurse” for Mental Health Inpatient settings and Care Co-ordinator for those who are on the Community Mental Health Team and are on CPA (Care Programme Approach).

The applicable procedures/policies are Named Nurse Clinical Guideline (CG10) and CPA Policy (CLP30).

The Trust believes that this information is publicly available on <https://eput.nhs.uk/publication-category/class-5-our-policies-and-procedures/> and therefore is applying a Section 21 exemption of the Act (Information accessible to applicant by other means).

2. What the role of key worker is  
The role of the Named Nurse and Care Co-ordinator as explained in the response to question 1 is detailed in the Named Nurse Clinical Guidelines and CPA Policy
  3. How is a key worker expected to engage with a patient  
This information is detailed within the Named Nurse Clinical Guidelines and CPA Policy
  4. A copy of policy for key workers please, if there is one  
Please see response to question 1
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### Applied Exemption:

#### Section 21 (Information accessible to applicant by other means):

- (1) Information which is reasonably accessible to the applicant otherwise than under section 1 is exempt information.
- (2) For the purposes of subsection (1)—
  - (a) information may be reasonably accessible to the applicant even though it is accessible only on payment, and
  - (b) information is to be taken to be reasonably accessible to the applicant if it is information which the public authority or any other person is obliged by or under any enactment to communicate (otherwise than by making the information available for inspection) to members of the public on request, whether free of charge or on payment.
- (3) For the purposes of subsection (1), information which is held by a public authority and does not fall within subsection (2)(b) is not to be regarded as

reasonably accessible to the applicant merely because the information is available from the public authority itself on request, unless the information is made available in accordance with the authority's publication scheme and any payment required is specified in, or determined in accordance with, the scheme.

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**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>