

22 June 2020

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Dear Inzamam

Freedom of Information Request 033

Thank you for your request for information which we received on 22 May 2020.

Our answer to your questions is as follows:

Has your organisation completed risk assessments on all Black Asian and Minority Ethnic (BAME) staff?

We are in the process of completing risk assessments, with a priority focus on BAME and patient facing staff. To date (data correct as of 22/06/2020) 851 assessments have been completed by BAME (non-white as per our self-completed employment record) out of 1386 (61%). This does not take into consideration those with a risk assessment booked in to take place in the future.

What precautions, if any, have you put in place to protect BAME staff once they've been risk assessed?"

The assessment tool highlights an individual risk level and offers supporting information to managers to help shape a conversation about possible protective steps such as:

- For people shielding or for those who are over 28 weeks pregnant, arrangement to work from home need to be implemented.
- Request additional equipment if required (e.g. agile working kit)
- Colleagues who are happy to continue in their current role should be supported to do so if this is safe and does not put their health at undue risk. Discuss subjects such as safe working procedures, PPE, and address any concerns.
- Adjustment that can reasonably be accommodated locally to be agreed. If the colleague wants to work from home and it is an option, then this is preferable.
- Where a colleague is looking for an adjustment that cannot reasonably be accommodated locally, then need to involve the right people to consider what adjustments are possible and make a decision.



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- Where the employee has serious concerns about their health or their family, consider whether to implement interim measures (such as those above, or a short period working from home) whilst we assess how best to support.

The sort of adjustments include:

- a. Moving to a lower-risk area
- b. Undertaking lower-risk tasks
- c. Limiting exposure (e.g. through reduced shift lengths)
- d. Working from home where the risk warrants it

We hope this response fulfils your request.

Should you not be satisfied with our response, you have a right to complain and request a review. You should forward your complaint to foi.bht@berkshire.nhs.uk.

In the meantime if you have any queries then please contact us at the above address.

Yours sincerely



Julie Hill
Company Secretary



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