

Telephone: 0151 529 6923
Email: FOIRequests@liverpoolft.nhs.uk

04 November 2022
Our Ref: DS/JM/FOI 8580

Dear Applicant,

Freedom of Information Act 2000 – Request for Information Reference: FOI 8580

Liverpool University Hospitals NHS Foundation Trust (the Trust) is the name of our Trust and we operate four hospitals; Aintree University Hospital, Broadgreen Hospital, Liverpool University Dental Hospital and Royal Liverpool University Hospital.

Further to your request for information received on 24 October 2022; please find the Trust's response below.

I am conducting a study of the emergency preparedness of NHS Acute Trusts in England. I am using the emergency and disaster management module of the Hospital Safety Index checklist of the World Health Organisation. The study is part of an MSc in Crisis & Disaster Management at the University of Portsmouth.

Under the provisions of the Freedom of Information Act 2000, I am writing to request the following information.

This information relates to the NHS England Emergency Preparedness, Resilience and Response Framework in general and section 12, "Incident response", subsection 7, "Staff welfare", and subsection 8, "On-call staff", in particular.

This information should be readily available as part of the NHS EPRR annual assurance process.

Human resources

Staff contact list

1. Any record of the existence of a current contact list of all hospital personnel which is available and is accessible to hospital administrators and staff of any Incident Coordination Centre. (Can be answered yes / no.)
[No, not all colleagues.](#)
2. The date(s) of the most recent update(s) of such a contact list. (Can be answered with a date or dates.)
[N/A, please see response to Q1.](#)

Mobilization and recruitment of personnel during an emergency or disaster

3. Any record of the existence of procedure(s) for the mobilization of existing on-duty and off-duty staff to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)
Yes.
4. Any record of the existence of procedure(s) for recruitment and training of extra personnel and volunteers to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)
Yes.
5. Any record of the existence of emergency rosters of staff who can be mobilised to meet surge capacity needs of clinical and support services in response to emergencies or disasters. (Can be answered yes / no.)
No.

Duties assigned to personnel for emergency or disaster response and recovery

6. Any record of whether all key personnel in any hospital incident management system for command, control and coordination in an emergency or disaster response have received training in incident management. (Can be answered yes / no.)
Yes, partial.
7. If such training is received then any record of whether training or an exercise has been conducted for all such key personnel at least annually. (Can be answered yes / no.)
Yes, partial.

Well-being of hospital personnel during an emergency or disaster

8. Any record of the existence of designated spaces and available measures for hospital personnel to rest, sleep, eat, drink, observe faith-based practices and meet personal needs during an emergency. (Can be answered yes / no.)
Yes.
9. Any record of for how long these measures can be sustained. (Can be answered in hours or days.)
Permanent Facility.

If you have any queries about this response or wish to discuss your request further please contact the Freedom of Information Team.

Right to Review

If you are dissatisfied with the handling of your request you have the right to ask for an internal review. To do this, please email FOIRequests@liverpoolft.nhs.uk and quote the reference number above.

If you are not content with the outcome of the internal review, 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 provided by the Trust. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Kind Regards

Freedom of Information Team
Liverpool University Hospitals NHS Foundation Trust
FOIRequests@liverpoolft.nhs.uk

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