



plh-tr.foi-requests@nhs.net

University Hospitals Plymouth NHS Trust
Freedom of Information Manager
Information Governance Team
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www.plymouthhospitals.nhs.uk

06/12/2018

Our Ref: 18FOI447
Your Ref: Email received 14/11/2018

request-532618-97230611@whatdotheyknow.com

Dear Carly Hegarty

File Reference:	18FOI447
Date request received:	14/11/2018
Disclosure due date:	12/12/2018
Disclosure date:	06/12/2018

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Freedom of Information Act 2000 – Response

I refer to your email received 14/11/2018 in which you requested information under the terms of the Freedom of Information Act 2000.

For organisational context: University Hospitals Plymouth NHS Trust is the largest teaching hospital trust in the South West. We employ over 6,900 staff working in 350 different roles within the Trust. We offer a full range of general hospital services to around 450,000 people in Plymouth, North and East Cornwall and South and West Devon. These include emergency and trauma services, maternity services, paediatrics and a full range of diagnostic, medical and surgical sub-specialties.

We work within a network of other hospitals to offer a range of specialist services to a population of between 700,000 and two million depending on the type of care needed.

“Contact us” details are available on the Trust website at <http://www.plymouthhospitals.nhs.uk/contact-us>. This includes an online enquiry form.

Introduction

Please note that the Trust records such requests as the Royal Eye Infirmary. The majority will shadow in the ‘orthoptic’ department.

You asked

1. How many applications for Orthoptic work experience did your Trust receive in

a) Sept 2016 - Sept 2017

Five or fewer - (taken to end August 2017 to avoid duplication with (b))

b) Sept 2017 - Sept 2018

Five or fewer

2. How many applications resulted in a work experience placement?

Five or fewer

3. What is the minimum age for work experience in Orthoptics?

16

4. Do applicants for work experience in Orthoptics require a Disclosure and Barring Service (DBS) check?

No – short term work shadowing placements do not require a DBS check because the placement comprises shadowing and observation only and the student accompanies a member of staff

5. What paperwork are applicants required to complete?

Application form, health declaration, parental consent form (16-18 year olds), at least one, preferably two satisfactory references.

6. Are applicants required to complete an induction?

An induction to the area is given by the host member of staff on the first day, but a confirmation letter is sent to the student, which includes general guidelines and health and safety information.

Attachments included: No

Legal notes

University Hospitals Plymouth NHS Trust is confirming in accordance with section 1 (a) of the Act that it holds the information requested and is supplying it in accordance with section 1(b) unless otherwise specified.

Please find the answers to your questions noting that we have redacted the data set where numbers are five or fewer. This avoids a breach of the first two Data Protection Act principles and the general right to object to processing. This refusal is in accordance with section 40.-(2)(a) and (b) by virtue of the first and second condition. It also satisfies our duties in compliance with section 16 of the FoI to offer advice and assistance.

If I can be of any further assistance to you please do not hesitate to contact me on ☎ 01752 431058.

Satisfaction and appeal

Would you kindly note that if you were unhappy with this response then you have the right to complain. This should be in writing to the address below or preferably by email to plh-tr.foi-requests@nhs.net . We will then arrange for an independent appeal.

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If you remain dissatisfied with the outcome of the appeal, then you have the right to appeal again to the Information Commissioner at:

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

<http://www.ico.org.uk/complaints/getting>

Tel: 01625 545 700

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Yours sincerely

Freedom of Information Team