

28 November 2018
Our Ref: CK/AW/FOI5104

Dear Applicant,

Freedom of Information Act 2000 – Request for Information Reference: 5104

Further to your request for information received 12/11/2018: please find our below response.

Your request:

1. How many applications for Orthoptic work experience did your Trust receive in
 - a) Sept 2016 - Sept 2017
 - b) Sept 2017 - Sept 2018
2. How many applications resulted in a work experience placement?

On average the Orthoptic dept. receive approx. 5-6 requests for work experience per year. Students may request to spend half a day observing Orthoptics. Approx. 1-2 per year spend a few days to a week in the dept if they want to work experience within the hospital.

This last 12 months there has been a reduction in the requests for Orthoptic observation work experience.

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

Minimum age is 15 years old

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

5. What paperwork are applicants required to complete?

Applicants are not required to have a DBS check, they follow the Trust checks including:

Anyone in work placements are under supervision from a member of Trust staff

Complete work experience application forms

Sign confidentiality agreement

Sign health declaration form

Provide the following documents:

If 15 years old - provide MMR vaccine evidence printout

16+ years old - provide Passport, Birth Certificate, 2 written references, MMR vaccine evidence printout.

The above would cover an applicant for up to 12 weeks.

6. Are applicants required to complete an induction?

Yes.

Please see our response above in blue.

If you have any queries about this response or wish to discuss your request further please contact the Information Governance & Compliance Department.

If you are unhappy with the response provided, you may request an internal review. To do this, please write to: Freedom of Information Team, Aintree Lodge, University Hospital Aintree, Lower Lane, Liverpool, L9 7AL or email foi.requests@aintree.nhs.uk and quote the reference number above.

If you are not content with the outcome of your complaint, 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

FOI Officer
Information Governance & Compliance Department
Aintree University Hospital NHS Foundation Trust
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