



**The Clatterbridge
Cancer Centre**
NHS Foundation Trust

Clatterbridge Road
Bebington
Wirral
CH63 4JY

Tel: 0151 556 5000
Web: www.clatterbridgect.nhs.uk

Date: 27th July 2021

Re: Freedom of Information Request Ref: 192-2021

Thank you for your email dated the 1st July 2021, requesting information in relation to staff figures.

The information that you require is as follows:

- 1. How many staff working to job descriptions matched to the Band 2 Clinical Support Worker (CSW) National Role Profile are currently employed by the Trust?**
- 2. How many staff working to job descriptions matched to the Band 3 Clinical Support Worker (CSW) Higher Level National Role Profile are currently employed by the Trust?**
- 3. Please list the total number of staff matched to the Band 2 CSW National Role Profile and Band 3 CSW National Role Profile by Ward/Department/Unit/Clinic**
- 4. What is the voluntary resignation rate for staff matched to the Band 2 CSW National Role Profile over the last 12 months?**
- 5. What is the total labour turnover rate for staff matched to the Band 2 CSW National Role Profile over the last 12 months?**
- 6. What is the voluntary resignation rate for staff matched to the Band 3 CSW National Role Profile over the last 12 months?**
- 7. What is the total labour turnover rate for staff matched to the Band 3 CSW National Role Profile over the last 12 months?**

- 8. What is the current vacancy rate for roles matched to the Band 2 CSW National Role Profile? Please provide the actual number and what percentage of the FTE total this represents**
- 9. What is the current vacancy rate for staff matched to the Band 3 CSW National Role Profile? Please provide the actual number and what percentage of the FTE total this represents**

NB: We have asked for staff matched to these National Role Profile because the local job titles used by Trusts can vary. Typical job titles used including Healthcare Assistant, Nursing Assistant and Support Worker

Please complete the attached spreadsheet

Please find our completed response spreadsheet attached.

Should you require any further information please do not hesitate to contact me on the email address provided below.

Please remember to quote the reference number above in any future communications.

If you are dissatisfied with the handling of your request, you have the right to ask for this to be investigated internally.

If you are dissatisfied with the information you have received, you have the right to ask for an internal review.

Both processes will be handled in accordance with our Trust's Freedom of Information Policy and the Freedom of Information Act 2000.

Internal investigation and internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Freedom of Information Review, The Clatterbridge Cancer Centre NHS Foundation Trust, Clatterbridge Road, Bebington, Wirral, CH63 4JY

If you are not satisfied with the outcome of the internal investigation/review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

In order for us to ensure customer satisfaction and to monitor compliance with the Freedom of Information Act 2000, we would be grateful if you could take a couple of minutes to complete a short feedback form via the link below:

<https://www.surveymonkey.co.uk/r/H39RFMM>

Appendix 1

Freedom of Information

Trusts in the NHS England North West

- Q1 How many staff working to job descriptions matched to the Band 2 Clinical Support Worker (CSW) National Role Profile are currently employed by the Trust?
 Q2 How many staff working to job descriptions matched to the Band 3 Clinical Support Worker (CSW) Higher Level National Role Profile are currently employed by the Trust?
 Q3 Please list the total number of staff matched to the Band 2 CSW National Role Profile and Band 3 CSW National Role Profile by Ward/Department/Unit/Clinic
 Q4 What is the voluntary resignation rate for staff matched to the Band 2 CSW National Role Profile over the last 12 months?
 Q5 What is the total labour turnover rate for staff matched to the Band 2 CSW National Role Profile over the last 12 months?
 Q6 What is the voluntary resignation rate for staff matched to the Band 3 CSW National Role Profile over the last 12 months?
 Q7 What is the total labour turnover rate for staff matched to the Band 3 CSW National Role Profile over the last 12 months?
 Q8 What is the current vacancy rate for roles matched to the Band 2 CSW National Role Profile? Please provide the actual number and what percentage of the FTE total this represents
 Q9 What is the current vacancy rate for staff matched to the Band 3 CSW National Role Profile? Please provide the actual number and what percentage of the FTE total this represents

Name of Trust	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9
The Clatterbridge Cancer Centre NHS Foundation Trust	75	134	Below*	13.74% Headcount 13.07% FTE	22.79% Headcount 21.25% FTE	15.73% Headcount 15.70% FTE	20.61% Headcount 19.96% FTE	0.28 FTE (0.43% of FTE total)	2.29 FTE (1.90% of FTE Total)

* Exempt under S40, Personal Information

Please note in accordance with the Data Protection Act 2018 our Trust is unable to release all of the information requested. The Clatterbridge Cancer Centre NHS Foundation Trust (CCC) is a relatively small Trust and by providing this level of detail where the number of staff is less than or equal to five increases any 'potential' risk of this data becoming identifiable information and thereby contravening one or more of the Data Protection Principles by releasing it into the public domain. Confidentiality is expected in such matters. This information is therefore exempt under Section 40: Personal Information, of the Freedom of Information Act 2000. The areas where this exemption has been applied are shown below:

Area	Band 2		Band 3	
	Sum of FTE	Count of Employee Number	Sum of FTE	Count of Employee Number
158 Acute Care Division				
158 Pharmacy Team 903015	6.67	7	13.40	14
158 CCU/Hotline Team 906030	0.00	0	7.88	9
158 Matron Services Team 906046	0.00	0	Exempt under S.40	Exempt under S.40
158 Ward 2 Team 906025	10.72	12	Exempt under S.40	Exempt under S.40
158 Ward 3 Team 906020	11.80	14	6.48	7
158 Ward 4 Team 906030	7.64	8	5.61	6
158 Ward 5 Team 906033	10.40	11	5.15	6
158 Networked Division				
158 Aintree Hub Team 903008	Exempt under S.40	Exempt under S.40	5.52	6
158 Clinical Interventional Team 903010	0.00	0	Exempt under S.40	Exempt under S.40
158 Hatton Hub Team 903007	Exempt under S.40	Exempt under S.40	Exempt under S.40	Exempt under S.40
158 Liverpool CTU Team 903009	0.00	0	7.76	8
158 PRJV Liverpool Team 903011	0.00	0	Exempt under S.40	Exempt under S.40
158 PRJV Wirral Team 903003	0.00	0	Exempt under S.40	Exempt under S.40
158 Ward 1 Team 906031	Exempt under S.40	Exempt under S.40	Exempt under S.40	Exempt under S.40
158 Wirral Hub Team 903005	Exempt under S.40	Exempt under S.40	6.33	8
158 AHP Team 906056	0.00	0	Exempt under S.40	Exempt under S.40
158 Outpatients CCCL Team 906041	6.56	8	8.52	9
158 Outpatients Wirral Team 906040	7.53	9	Exempt under S.40	Exempt under S.40
158 Radiation Services Division				
158 Radiotherapy Team 902065	0.00	0	16.80	18
158 Theatres Team 902065		0	Exempt under S.40	Exempt under S.40
158 Diagnostic Imaging Team 906110	0.00	0	11.80	14
158 Research Division				
158 Commercial Trials Team 905100	0.00	0	Exempt under S.40	Exempt under S.40
Grand Total	65.88	75	120.61	134