



**The Clatterbridge
Cancer Centre**
NHS Foundation Trust

Clatterbridge Road
Bebington
Wirral
CH63 4JY

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

Date: 17 January 2020

Re: Freedom of Information Request
Ref: 365-2019

Thank you for your email dated the 18th December 2019, requesting information relating to the joiners, movers, and leavers process.

The information that you require is as follows:

How many joiners, movers, and leavers do you process per year?

Between January and December 2019 we processed 2633 joiners, movers and leavers within our Trust.

How many staff/whole time equivalents manage this process?

1.5 WTE

Do you have an automated system to manage ESR?

No we do not have an automated system to manage ESR.

Do you use a single sign on solution across the organisation to manage the accounts?

No, we do not use a single sign on solution.

If so, which solution do you have?

N/A

How many people are in your organisation's data quality team?

There are currently 2 people in the data validation team.

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.