



10 December 2024

Our Ref: FOI 409

Dear

**Freedom of Information Act 2000
Information in relation to Electronic Rostering Systems**

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to above which you requested on 29 November 2024.

A response to each of the questions raised has been provided by the Nursing, Midwifery, Allied Health Professionals and User Experience Directorate and is attached in Appendix A.

If you are unhappy as to how this request has been handled, you have the right to seek a review within the Trust in the first instance. You should write to the Information Governance Department, Lough House, Ards Community Hospital (informationgovernance@setrust.hscni.net) within two months of the date of this response and your complaint will be considered and a response provided, within 20 working days of receipt.

If, after receiving a response, you remain unhappy, you can refer your complaint to the Information Commissioner at The Information Commissioner's Office –Northern Ireland, 3rd Floor, 14 Cromac Place, Belfast, BT7 2JB. It is important to note that if you refer any matter to the Information Commissioner, you will need to show evidence of having gone through the Trust's internal review procedure to try to resolve the matter with the Trust in the first instance.

If you have any queries about this letter, please do not hesitate to contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

Rebecca Manning
Information Governance Officer

In regards to Unscheduled Care, Emergency Care, Critical Care & ICU, please provide the following:

- Q1.** *From 2019 to present day, please provide the annual total number of departments / wards within the Ulster Hospital site using the electronic rostering systems to include e-roster, health roster and employee online systems?*
- Q2.** *From 2019 to present day, please provide the names of the departments / wards within the Ulster Hospital site using the electronic rostering systems including e-roster / health roster / employee online?*
- Q3.** *From 2019 to present day please provide the number of employees per department /ward within the Ulster Hospital site using the electronic rostering systems including e-roster, health roster, employee online?*
- Q4.** *From 2019 to present day please provide the annual total number of employees per department / ward within the Ulster Hospital site using the electronic rostering systems including e-roster, health roster, and using 'employee online' to submit regular 'timesheets'?*
- Q5.** *From 2019 to present day please provide the annual total number of employees per department / ward within the Ulster Hospital site using the electronic rostering systems, including e-roster / health roster / employee online*
- Q6.** *From 2019 to present day, please provide the annual total number of employees per department / ward within the Ulster Hospital site using the electronic rostering systems including e-roster, health roster, to submit regular timesheets via employee online?*
- Q7.** *From 2019 to present day, please provide the annual total number of employees per department / ward within the Ulster Hospital site using the electronic rostering systems including e-roster, health roster, using employee online to submit regular timesheets via employee online and use/have flexible working?*
- Q8.** *From 2019 to present day, please provide the annual total number of employees per department / ward within the Ulster Hospital site using the electronic rostering systems including e-roster, health roster, using employee online to submit regular timesheets, and use/have reasonable adjustment(s)?*
- Q9.** *From 2019 to present day please provide the annual total number of employees per department / ward within the Ulster Hospital site using the electronic rostering systems including e-roster, health roster, using employee online to submit regular timesheets and use/have a personal plan?*

Q10. From 2019 to present day please provide the annual total number of employees per department / ward within the Ulster Hospital site using the electronic rostering systems including e-roster, health roster, using employee online to submit regular timesheets and use / have flexi-time arrangements?

A1-10. In response to questions 1 to 10, the information requested is not held on a central information system. To obtain this information would require a manual review of rosters.

This would exceed the 'Appropriate Limit' as defined by the Freedom of Information Act 2000. The Trust therefore exempts the release of this information under Section 12(1).

12.-(1) Section 1(1) does not oblige a public authority to comply with a request for information if the authority estimates that the cost of complying with the request would exceed the appropriate limit.

In accordance with the Freedom of Information Act 2000 this letter acts as a Refusal Notice.