

4 November 2021

Our Ref: RFI 41063

Dear

**Freedom of Information Act 2000
Information in Relation to software suppliers for the management of
appraisal revalidation and 360 degree MSF**

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to the above which you requested on 24 September 2021.

Please accept my apologies for the delay in responding to your correspondence as the Information Governance Department is dealing with a large number of requests for information, including a backlog of requests as a result of the Covid-19 pandemic which had a major impact across services.

A response to each of the questions raised has been provided by the Medical Director's Office 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 Assistant

Q1. Does the organisation use an external supplier to supply software for the management of annual appraisals, revalidation and 360 degree multi-source feedback?

A1. The Trust does not use an external supplier for the management of medical annual appraisal. All HSC organisations in Northern Ireland have access to the Regional Appraisal System, an appraisal system developed and supported internally by HSC Business Services Organisation Software Development Team.

The Trust currently uses the Regional Feedback System, a system developed and supported internally by the HSC Leadership Centre.

Q2. If so, which supplier does the organisation use for:

Q2a. Medic Appraisals and Revalidation?

Q2b. 360 degree multi-source feedback?

Q3. What was the annual cost to the third party in 20/21 for:

Q3a. Medic Appraisals and Revalidation?

Q3b. 360 degree multi-source feedback?

Q4. Please can you provide the contract start and end date for:

Q4a. Medic Appraisals and Revalidation?

Q4b. 360 degree multi-source feedback?

Q5. When will the organisation commence the start of the next Tender requirement for:

Q5a. Medic Appraisals and Revalidation?

Q5b. 360 degree multi-source feedback?

Q6. Did the organisation procure the supplier via a framework? If so, which framework?

Q6a. Medic Appraisals and Revalidation?

Q6b. 360 degree multi-source feedback?

A2-6b. Please refer to A1, the Trust has no information to release in relation to these questions as it is not applicable.

Q7. Does the organisation use internal or external Appraisers for Annual Appraisal?

A7. The Trust uses internally trained appraisers for annual appraisal.