

Maidstone and 
Tunbridge Wells

NHS Trust

Ref: FOI/GS/ID 4602

Please reply to:
FOI Administrator
Trust Management
Maidstone Hospital
Hermitage Lane
Maidstone
Kent
ME16 9QQ

Email: mtw-tr.foiadmin@nhs.net

27 March 2018

Freedom of Information Act 2000

I am writing in response to your request for information made under the Freedom of Information Act 2000 in relation to Medical Staff.

You asked:

1. Number of junior doctors within your Trust?
2. Number of career grade doctors (to include consultants, GPs, Associate Specialists and Specialty Doctors)?
3. Number of medical honorary contract holders (to include observerships and clinical attachments)?
4. Please confirm how many members of staff you have within your medical staffing/HR team; please confirm headcount, WTE and banding (AfC).
5. Do you have a separate medical education team to your medical staffing/HR team? Yes/No
 - a. If yes, please confirm headcount, WTE and banding (AfC).
6. Please confirm which of the following activities are undertaken by your Medical Staffing/HR team:
 - a. Employee relations
 - b. Recruitment
 - c. Payroll
 - d. Appraisal and revalidation
 - e. On call rota management
 - f. Junior doctor changeover/rotations (to include work schedules, rota analysis, exception reporting, induction activities, IT set up, supply of mobile devices- please specify)
 - g. Supply of medical locums/medical locum bank
 - h. Other activities; please provide any further information that you may wish to add that hasn't been included above.

Trust response:

1. 319
2. 409
3. Not recorded centrally
4. 3 headcount 2.6FTE Bands 5 – 1FTE, 6 – 0.6FTE, 7 – 1FTE. Currently recruiting to 1.6FTE band 3

5. Yes

a. Headcount 16: 1 WTE Band 8a – 2.53 WTE Band 7 – 1 WTE Band 6 – 1.80 WTE Band 5 – 3.67 WTE Band 4 – 1 WTE Band 4 Apprentice – 1.50 WTE Band 3 – 1.00 WTE Band 3 Apprentice

6.

a. sickness absence management, OH referrals, first point of contact for advice/policies. Processing Maternity/Paternity/Adoption leave

b. Yes, whole process from start to finish for all medical staffing

c. Inputting of starters, leavers and changes

d. Recording of appraisal on ESR only

e. No

f. Work schedules, rota analysis, exception reporting, induction, updating payroll

g. No

h. None