

Our Ref: NG/RM/24384
Date: 22nd November 2024

Nicola Griffiths
Deputy Director of Governance
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Lawton House
Bellringer Road
Trentham
ST4 8HH

Reception: 0300 123 1535

Dear

Freedom of Information Act Request

I am writing in response to your e-mail of the 29th October 2024. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

Requested information:

1. Do you use an inventory management system to order stock?
 - **Estates and Capital Department uses a Stock Control platform, although this is not used to order stock it is used to put in and take out of the stores warehouse.**
 - **Pharmacy uses a pharmacy inventory and ordering system for managing pharmacy stocks.**
2. If you do, please could you let me know the name of the system.
 - **MiCAD for Estates.**
 - **Ascribe/ EMIS for Pharmacy.**
3. Could you please also share with me your models for housekeeper staff e.g. how many staff per ward/patient number. **The input cleaning hours are based on square meterage, patient numbers, facilities within in the areas and the functional risk category for the area.**

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. 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: Dr Buki Adeyemo, Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal 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.

Yours sincerely



Nicola Griffiths
Deputy Director of Governance