

Our Ref: LW/lmw/FOI.328.23
Date: 6th November 2023

Laurie Wrench
Deputy Director of Governance
North Staffordshire Combined Healthcare NHS Trust
Lawton House
Bellringer Road
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Tel 01782 275030

Dear

Freedom of Information Act Request

I am writing in response to your e-mail of the 11th October 2023. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

Requested information:

I wanted to reach out to you today in hope that you could point me in the correct direction of who deals with your agency usage.

Please could I check who is the best contact to discuss this with? **Temporary Staffing.**

Details of all departments and e-mail addresses can be sought from Departments directly and can be contacted via our Main Switchboard at the Harplands Hospital on 0300 123 1535.

Understanding the importance of an efficient recruitment processes, I would love to gain further insight into how your permanent roles are typically cascaded out to agencies for support.

The Trust very rarely use agencies to support with vacancies however in the rare occasions that we do we will contact a trusted agency from the Preferred Supplier List (PSL), meet with them to discuss the vacancy and supply the role and contract details. The agency will then set up a micro website and we will advertise through NHS jobs on behalf of the agency. The agency will collect the applications, speak with the candidates, submit the applications for shortlisting and then coordinate the interview panels. After a successful interview, the applicant's details will be supplied to the Trust and we will process the pre-employment, offer, contract and induction.

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



Laurie Wrench
Deputy Director of Governance



Chairman: David Rogers
Chief Executive: Dr Buki Adeyemo
www.combined.nhs.uk

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