

## Freedom of Information Request: Our Reference CTMUHB\_95\_23

### You asked:

Would it be possible to have the number of staff who were absent from the Pharmacy Department in Royal Glamorgan Hospital who were either awaiting a COVID test due to displaying symptoms or had tested positive for COVID for the following dates;

- W/C 6th April 2020 to 12<sup>th</sup> April 2020
- W/C 13th April 2020 to 19<sup>th</sup> April 2020

### Our response:

Please see the information requested provided below. The data has been extracted from the Electronic Staff Record (ESR). Please note ESR does not record if staff were awaiting a COVID test, only whether they were absence from work due to COVID-19.

The table below sets out the number of staff absence from work, from the Pharmacy Department in the Royal Glamorgan Hospital, on the dates specified.

#### • W/C 6th April 2020 to 12th April 2020

Related Reason	Absence Category	Absence Reason	Headcount
Coronavirus (COVID-19)	Sickness	S10 Anxiety/stress/depression/other psychiatric illnesses	
		S15 Chest & respiratory problems	
		S27 Infectious diseases	
	<b>Sickness Total</b>		<b>6</b>
	Special Leave	Emergency Leave/Time Off for Dependants	
		Infection Precaution	
		Medical Suspension	
(blank)			
<b>Special Leave Total</b>		<b>15</b>	
<b>Coronavirus (COVID-19) Total</b>		<b>21</b>	
<b>Total</b>		<b>21</b>	

#### • W/C 13th April 2020 to 19th April 2020

Related Reason	Absence Category	Absence Reason	Headcount
Coronavirus (COVID-19)	Sickness	S10 Anxiety/stress/depression/other psychiatric illnesses	
		S15 Chest & respiratory problems	
		S27 Infectious diseases	
	<b>Sickness Total</b>		<b>7</b>
	Special Leave	Infection Precaution	
Medical Suspension			

	Special Leave	
	Total	9
Coronavirus (COVID-19) Total		16
Total		16

**Footnote**

***Recording and Reporting Absence related to Coronavirus (COVID-19)***

**First iteration of how to record COVID issued 18th March 2020**

**Sickness**

*The most appropriate Sickness Reason should be selected based on information provided by the employee*

*Absence Type: **Sickness***

*Level 1 Reason: **'S15 Chest and respiratory problems'***

*also enter **Coronavirus (COVID-19)** in the **'Related Reason'** field*

**Special Leave**

*Absence Type: **'Special Leave'** (Special Increasing Bal)*

*Absence Reason:*

***'Medical Suspension'** (Fit but Symptomatic, reported to Manager)*

***'Infection Precaution'** (Fit and NOT Symptomatic, eg member of the household has symptoms)*

*also enter **Coronavirus (COVID-19)** in the **'Related Reason'** field*