

Freedom of Information Request: Our Reference CTMUHB_456_23

You asked:

Please disclose the information listed below by return email within 20 days as per the Freedom of Information Act 2000.

Trust	Please provide details of any e-job planning systems or community scheduling systems you have in place and contract end dates with suppliers				Please advise what arrangements are in place for workforce planning				What is currently in place to support development of Bank workers – e.g. Care certificate training, additional clinical and non-clinical training?			
	Locum	Nurse	AHP	NMNC	Locum	Nurse	AHP	NMNC	Locum	Nurse	AHP	NMNC

Our response:

As Doctors are excluded from the response, we would not have any e-job planning data available. The community scheduling system used by District Nursing (DN) Teams in CTM is Civica (formerly known as Malinko). The DN teams use the system to schedule planned visits and to provide information required on demand/capacity. There is further All Wales work being undertaken to review demand and capacity tools for the services. The contract for the system is due to end 31st March 2024.

With regards to workforce planning arrangements, these are managed locally on an operational basis using 'Health Roster' for the District Nurses. The allocated shifts are then pulled across to Civica to allow the system to plan visits. In relation to workforce planning roles, the District Nursing service supports the registered nurses with undertaking the specialist practitioner training and the Health Care support workers by undertaking NVQ level 3 training. The teams have also introduced a Band 4 Health Care Support Worker role, which allows for further career progression within the teams and further supports retention of the workforce. The team engages in recruitment events and has close links with the university regarding student recruitment.

Bank workers will be expected to complete their statutory and mandatory training on appointment and this is monitored to ensure training is kept up to date. The District Nursing teams also provide an induction and opportunities to access local and wider health board training.