Ref. No:	0524
Date:	12/12/23
Subject:	Rostering Solutions

REQUEST

1. **Please provide the rostering solution used for the below staffing groups. Where more than one supplier is used for each staff group, please provide the name of each supplier.**

   - **Medical & Dental**
   - **Nursing & Health Care Assistants**
   - **Scientific, Therapeutic & Technical Staff including of Allied Health Professionals**
   - **Administration and Estates**

2. **Please list below the staffing groups where e-rostering is currently live and being used?**

3. **Please tick the below Medical Specialities that are currently rostered on the system:**

   - **General Medicine**
   - **General Surgery**
   - **Anaesthetics**
   - **Obstetrics and Gynaecology**

4. **What percentage of workforce are rostered on the system? Please list the percentages by the staffing groups listed below:**

   - **Medical & Dental**
   - **Nursing & Health Care Assistants**
   - **Scientific, Therapeutic & Technical Staff including of Allied Health Professionals**
   - **Administration and Estates**

5. **What is the contract start date for your rostering supplier / suppliers? Please list the name of the supplier and contract start date.**

6. **What is the contract end date for your rostering supplier / suppliers? Please list the name of the supplier and contract end date.**

7. **What was the annual cost of your rostering supplier / suppliers for the financial year 2022/23 (April 2022 - March 2023)?**

8. **Are there any exit costs incurred for changing rostering supplier / suppliers? If yes, please state the exit cost for each supplier.**

9. **Did the organisation use a framework to procure your rostering supplier / suppliers? Please state the name of the supplier and framework it was procured from.**

10. **From the table below please indicate which interfaces are being used and at what frequency?**

Interface	In/Out	Daily	Weekly	Monthly	Ad Hoc
ESR Generic Attendance Inbound Interface	Out				
ESR Generic Absence Inbound Interface	Out				
ESR Generic Outbound Interface	In				
E-Job Planning	In/Out				
Junior Doctors	In/Out				
Staffbank / Agency	In/Out				
Identity Provider Servers	In/Out				

11. **Please provide the name of the organisations GOSWH (Guardian of safe working hours).**

12. **Please provide the name of the organisations Lead Registrar.**

13. **Please provide the name of the organisations Medical Education Director.**

14. **Please provide the name of the chair of the Junior Doctors forum.**

RESPONSE

St Helens and Knowsley Teaching Hospitals NHS Trust and Southport and Ormskirk Hospital NHS Trust became a single legal entity known as Mersey and West Lancashire Teaching Hospitals NHS Trust on 1st July 2023, as such parts of the response may be provided in two sections relating to the hospital sites of each of the legacy organisations.

1. **Please provide the rostering solution used for the below staffing groups. Where more than one supplier is used for each staff group, please provide the name of each supplier.**

   St Helens and Knowsley:

   Allocate Optima (all staff groups). Medics Online and E-Rota (medical and dental).

   Southport and Ormskirk:

   RL Datix (Allocate) HealthRoster

2. **Please list below the staffing groups where e-rostering is currently live and being used?**

   Allocate is the system used for all staff groups.

3. **Please tick the below Medical Specialities that are currently rostered on the system:**

   Allocate is the system used for all non-consultant grade doctors.

4. **What percentage of workforce are rostered on the system? Please list the percentages by the staffing groups listed below:**

   Medical & Dental – 100%
   Nursing & Health Care Assistants – 100%
   Scientific, Therapeutic & Technical Staff including of Allied Health Professionals – 100%
   Administration and Estates – 95%

5. **What is the contract start date for your rostering supplier / suppliers? Please list the name of the supplier and contract start date.**

   St Helens and Knowsley:

   Softcat (Allocate): 31/01/2019

   Southport and Ormskirk:

   Softcat (Allocate): 01/04/2020

6. **What is the contract end date for your rostering supplier / suppliers? Please list the name of the supplier and contract end date.**

   Softcat (Allocate): 31/03/2024

7. **What was the annual cost of your rostering supplier / suppliers for the financial year 2022/23 (April 2022 - March 2023)?**

   Costs are for the full contract and is not split per year.

8. **Are there any exit costs incurred for changing rostering supplier / suppliers? If yes, please state the exit cost for each supplier.**

   The cost of moving to a new supplier are unknown after the contractual notice period.

9. **Did the organisation use a framework to procure your rostering supplier / suppliers? Please state the name of the supplier and framework it was procured from.**

   Yes, HealthTrust Europe LLP Framework Agreement for the provision of Enterprise Level Information Communication Technology (ICT) Solutions.

10. **From the table below please indicate which interfaces are being used and at what frequency?**

    Please find information attached.

11. **Please provide the name of the organisations GOSWH (Guardian of safe working hours).**

    St Helens and Knowsley:

    Mr Mike Chadwick

    Southport and Ormskirk:

    Dr A Zaidi

12. **Please provide the name of the organisations Lead Registrar.**

    Catrin Evans

13. **Please provide the name of the organisations Medical Education Director.**

    St Helens and Knowsley:

    Dr Sue Priestley

    Southport and Ormskirk:

Dr Ann Holden

14. Please provide the name of the chair of the Junior Doctors forum.

<u>St Helens and Knowsley:</u>

Mr Mike Chadwick & Dr Sue Priestley

<u>Southport and Ormskirk:</u>

Dr A Zaidi