

FOI 1902

27/09/2023

FREEDOM OF INFORMATION ACT 2000 – INFORMATION REQUEST

Re the recruitment processes for permanent SHSCT salaried GPs urgent care positions for the period 1 June 2023 to current

Provide all recruitment paper and email records for all internal and external applicants (redacted as necessary) – this should include:

1. Shortlisting and interview notes.

Response:

The Trust cannot provide this information as requested as this level of detail could lead to the identification of individuals and is considered exempt under section 40(2) of the Act which exempts personal information from disclosure if that information relates to someone other than the applicant, and if disclosure of the information would, among other things, contravene one of the data protection principles in schedule 1 of the Data Protection Act. In this case, it is our belief that disclosure would contravene the first data protection principle, which provides that personal data must be processed fairly and lawfully.

Section 40(2) is an absolute exemption and therefore the Trust is not obliged to consider whether the public interest favours disclosing the information.

2. Number of appointments offered and breakdown of how many were via internal or external process.

Response:

13 internal and 2 external.

3. For internal applicants how many were there in total and how many were male, female, other?

Response:

13 applicants (7 female and 6 male).

4. For external applicants how many were there in total and how many were male, female, other?

Response:

3 applicants, all 3 male.

5. How many internal applications were shortlisted and appointments offered; and how many were male, female, other?

Response:

12 applicants, 6 females and 6 males.

6. How many external applications were shortlisted and appointments offered; how many were male, female, other?

Response:

2 applicants, 2 males.

7. How many internal applicants were not shortlisted because of the absence criteria, and what was their gender?

Response:

One applicant, one female.

8. How many external applicants were not shortlisted because of the absence criteria, and what was their gender?

Response:

No external applicants exceeded the absence criteria.

9. How many internal applicants were shortlisted but did have absence in excess of the criteria, what was their gender?

Response:

None.

10. How many external applicants were shortlisted but did have absence in excess of the criteria, what was their gender?

Response:

None.

11. How many internal applicants were offered permanent appointment but did have absence in excess of the criteria, what was their gender?

Response:

None.

12. How many external applicants were offered appointment but did have absence in excess of the criteria, what was their gender?

Response:

None.

13. How many internal applicants were considered to have a disability and were not shortlisted; and how many were shortlisted. What was their gender?

Response:

No applicants in either process were considered to have a disability.

14. How many external applicants were considered to have a disability and were not shortlisted; and how many were shortlisted. What was their gender?

Response:

No applicants in either process were considered to have a disability.

15. Who / what job role made the decision to include the absence criteria for the internal process, and when?

Response:

Clinical Lead, Interim HOS, decision was taken to include criteria prior to releasing the EOI with advice from HR.

16. Who / what job role made the decision to include the absence criteria for the external process, and when?

Response:

HOS & Clinical Lead Urgent Care service – was agreed that same criteria should be applied to both internal /external process – decision made prior to release of advertised role. Advice taken from HR.

17. Who / what job roles were involved in the recruitment process ie determining the JD and spec, shortlisting and decision on who to appoint for the internal process and the external process?

Response:

Clinical Lead Urgent Care services, Medical Manager of Urgent Care services & Interim Head of Urgent Care Services, with advice from HR.

18. Has the personnel involved in the recruitment process been trained regarding how to ensure they do not discriminate when determining shortlisting criteria and recruiting to permanent positions. If so, what dates did they receive training?

Response:

Yes, all staff have been trained in Recruitment & Selection Training between September & October 2022.

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