

Freedom of Information Team  
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Tel: 023 9228 6000 Ext 3708

Name:  
Date: 01/08/2019  
Ref: 19-20 227

Dear

### **Freedom of Information request**

Thank you for your request for information under the Freedom of Information Act 2000, which was received by our Freedom of Information team on 23/07/2019. You have requested the following:

**Under the Freedom of Information Act (2000), I would like to see the risk registers from all inpatient mental health facilities under your Trust. As I understand it, the risk register can refer to the risk assessment for the ward/facility. It can also refer to the staffing level requirements.**

**The information I am looking for is: the staffing levels, ie the number of staff required per shift and the number of staff who were actually present for the shift.**

**However, I would prefer to have the entire document(s), particularly if this is quicker for you.**

**If not already included in the risk registers, then please could you find for me the staff requirements (i.e. how many staff should be on duty and which type of staff) for each shift, and the number and type of staff who were actually present on each shift.**

**By 'type of staff' I mean the role of each staff member: eg support worker, mental health nurse, etc.**

**The dates for which I would like the information are:**

**June, December 1990;**  
**June, December 1995;**  
**June, December 1998;**  
**January, June, December 2000;**  
**January, June, December 2003;**  
**January, June, December 2005;**  
**January, June, December 2007;**

**January, June, September, December 2010;**  
**January, June, September, December 2013;**  
**All of 2014-2019**

Portsmouth Hospitals NHS Trust does not provide any in-patient Mental Health facilities. These services are supplied by Solent NHS Trust and Southern Health NHS Foundation Trust.

To help you find the information you are requesting we have listed below the contact details for both of these Trusts for ease of reference.

**Solent NHS Trust:** [FreedomOfInformation@solent.nhs.uk](mailto:FreedomOfInformation@solent.nhs.uk)  
**Southern Health NHS Foundation Trust:** [freedom.information@southernhealth.nhs.uk](mailto:freedom.information@southernhealth.nhs.uk)

Please accept this letter as completion of your request. Please note that copies of this request will be held on file for three years before being confidentially destroyed.

If you are dissatisfied with the outcome of your request, please contact our Head of Information Governance on [Information.Governance@porthosp.nhs.uk](mailto:Information.Governance@porthosp.nhs.uk) or write to the above address and we will conduct an internal review. Upon review, if you are still dissatisfied, you may appeal our decision by contacting the Information Commissioner's Office; for more information please visit the [ICO's website](#).

Please be aware, if we do not receive an appeal within 30 days of you receiving this letter, we will assume that you are satisfied with our response. If you have any further queries, please do not hesitate to contact us.

Yours sincerely

Freedom of Information Team