

Reference Number: FOIAH2324/587
From: Commercial
Date: 18 January 2024
Subject: Employment of Locally-Employed Doctors

Please could your trust provide the following information about your employment of locally-employed doctors. By locally employed doctors we mean doctors who are not consultants, not in formal training or on a SAS contract (speciality doctor, specialists and associate specialists). Local contracts mean contracts of employment that are not nationally negotiated.

Q1 Please provide the number of FTE doctors employed on local contracts at your trust as of 15 January 2024.

A1 70.65 FTE

Q2 Please provide the percentage of locally employed doctors who are international medical graduates.

A2 Information not held – the Trust does not routinely collate or hold this information centrally as part of its management or performance data.

Q3 Please provide the percentage of locally employed doctors who are from an ethnic minority group.

A3 62.16% of these staff are in ESR as having the Ethnicity Group of BME (this is based on the headcount so does not include non-primary assignments)

Q4 Please provide a sample contract used by your trust for locally employed doctors.

A4 See attachment - Locally employed doctors contract template agreed by LNC October 2021

Q5 Please provide the job titles under which these LE doctors are employed.

A5 Clinical Fellow, Junior Clinical Fellow, Senior Clinical Fellow.

Q6 What proportion of LE doctors have been employed with your organisation for more than two years?

A6 Headcount of (which, does not include non-primary assignments) of 3 staff who have been with the Trust for longer than 2 years.

**STATEMENT OF TERMS AND CONDITIONS OF EMPLOYMENT
THIS CONTRACT IS BETWEEN:**

Alder Hey Children's NHS Foundation Trust and

[Insert name and address of employee]

and the Data Protection Act 2018. NHS organisations have a legitimate interest in processing your data in this way to enable them to establish the employment of a suitable workforce and improve efficiencies within the NHS by making costs savings for Trusts and to save you time if your employment transfers.

29. Health and safety at work

You are reminded that, in accordance with the Health & Safety at Work Act 1974 and subsequent legislation, you have a duty to take reasonable care to avoid injury to yourself and to others by your work activities, and are required to co-operate with the Trust in meeting statutory requirements. As an employee of the Trust you are obliged to attend and participate in Trust health and safety training identified as relevant to your work. All accidents sustained at work must be reported in accordance with the Accident Policy.

You must comply with the Health and Safety Rules and Procedures relating to your job. If your duties will require you to undertake "exposure prone procedures" (EPPs), you **must** provide validated documentary evidence of Hepatitis B, Hepatitis C and HIV status before health clearance can be given. Further information is contained in the Immunisation and Vaccination Policy, a copy of which can be found on the Trust Intranet.

If you will undertake EPPs and have the necessary clearance to undertake EPPs, then in the event of any potential exposure to infection with a serious communicable disease, you are under a duty to immediately seek and follow occupational health advice about whether to undergo testing and whether to cease undertaking EPPs pending the results of any such testing.

30. The Working Time Regulations 1998 (SI 1998/1833)

You are required to comply with the Working Time Regulations; including declaration of hours worked and breaks taken, completing written records if required and reporting any instances where your pattern of working hours may constitute a health and safety risk to yourself, patients, the public and other Trust employees. As such the Trust is required to be aware of all the hours you work, regardless of whether this is for the Trust as overtime, bank, agency or work with another employer. You have the right not to be subjected to any unlawful detriment by reporting any concerns under the Regulations.

You have the option to opt out of the maximum 48 hour working week. If you wish to do so this must be voluntary and you must complete an 'Opt out Agreement', which can be obtained from the HR Department. If you sign an opt-out agreement you have the right to cancel that agreement by giving 4 weeks notice.

31. No smoking

The Trust operates a no smoking policy, which states that employees must not smoke on anywhere on the Trust premises or grounds including the immediate areas around access and exit points to the Trust's premises and grounds. You must adhere to this Policy otherwise you could be subject to disciplinary action. The Policy can be found on the Trust Intranet.

32. Uniform

Uniform and protective clothing, where provided, must be worn on duty in accordance with the Uniform Policy. Failure to observe the requirements of the policy may result in disciplinary action.

33. Secondary employment

All staff are required to declare any other employment they hold by completing a declaration form which can be obtained from the HR Department, this will also highlight any potential conflicts of interest as a result of their other employment

34. Personal Property

The Trust accepts no responsibility for damage to, loss or theft of personal property from Trust premises, or whilst conducting work for the Trust. You are advised to make any insurance cover arrangements you may consider necessary.

35. Return Of Trust Property

You are required to return any documents or other property which belongs to the Trust upon request during your employment or otherwise upon termination of your employment.

Upon termination of your employment you will irretrievably delete any information relating to the business of the Trust stored on any magnetic or optical disk or memory card or any other media and all matter derived from such sources which is in your possession or under your control outside of the Trust's premises

36. Equality and Diversity

The Trust is committed to the elimination of unlawful discrimination on the grounds of age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief, sex or sexual orientation and is committed to promoting equality of opportunity for all. Staff must abide by the Trust's Equality and Diversity Policy, which can be found on the Trust Intranet or in the HR Department.

37. Personal Property

The Trust accepts no responsibility for damage to, loss or theft of personal property from Trust premises, or whilst conducting work for the Trust. You are advised to make any insurance cover arrangements you may consider necessary.

38. Governing Law

This contract and any dispute or claim arising out of or in connection with it or its subject matter or formation shall be governed and construed in accordance with English law and the parties agree that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with this contract.

39. Entire terms

This contract, together with the TCS and any local agreements, contain the entire terms and conditions of your employment with us, such that all previous agreements, practices and understandings between us (if any) are superseded and of no effect. Where any external term is incorporated by reference, such incorporation is only to the extent so stated and not further or otherwise.

AGREEMENT

I []

and

Alder Hey Children’s NHS Foundation Trust

have understood and agree to honour the terms and conditions set out in this contract.

[]

Doctor’s signature

Date:.....

[]

Representative of employing organisation’s signature

Date:.....

Date of this agreement []

Notes

You are normally covered by the NHS indemnity scheme against claims of medical negligence. However, in certain circumstances you may not be covered by the indemnity. We therefore advise you to maintain membership of a medical defence organisation. Details of the NHS indemnity scheme may be obtained from the Human Resources department upon request.

Updates on salary values are published in the NHS Employers website
www.nhsemployers.org