

Our ref: IG/FOI.005.24

18 September 2024

Sent via email to: [REDACTED]

Dear [REDACTED]

Request under the Freedom of Information Act 2000

I write further to your request for information, which was received on 3 September 2024, to confirm, in accordance with S.1(1)(a) of the Freedom of Information Act 2000, that Powys Teaching Health Board (PTHB) does hold the information that you require.

For ease of reference your request is set out below and our response follows:

Your Freedom of Information (FOI) Request:

We are currently conducting a Freedom of Information request to all NHS Trusts/Health Boards in the UK to better understand the support and accommodations offered to disabled doctors and medical students.

We would therefore be grateful if you could reply to the following questions within 20 working days:

1. Sickness absence

The Bradford factor is a formula used by HR departments to calculate the impact of employees' absences on an organisation.

Q1. Does your Trust/ Board use Bradford Factor scoring as part of monitoring sickness absence?

Q2. Does your Trust/ Board's sickness absence policy include a threshold at which sickness absence triggers performance management action? If yes, what is the threshold? (either days absent or, if used, Bradford Factor score)

Q3. Does your Trust/ Board's record disability-related absence separately from sickness absence?

2. Disability Leave

Disability leave is a period of time off work for a reason related to an employee's disability; for example, to attend hospital appointments or to receive treatment, usually agreed in advance.

Q4. Does your Trust/Board have a disability leave policy? If yes, please provide a link to/ copy of the policy.

Q5. Does your Trust/ Board offer paid disability leave?

3. Championing disability

Disability champions are people in roles that provide a personal lead and commitment to championing accessibility and opportunity for disabled people within their organisation.

Q6. Does your Trust/ Board have the following available to doctors and medical students:

- A disabled staff/ student network
- A disability champion at a senior/ Board level *
- Disability advocates/ champions with lived experience

Q7. Do you have anyone who is employed in a paid role specifically to ensure that disabled doctors receive workplace support? If yes, please provide a brief description of the job role.

4. Reasonable adjustments process

Q8. Does your Trust/ Board have a reasonable adjustments policy? If yes, please provide a link/ copy.

Q9. Does your Trust/ Board have a centralised budget for making workplace adjustments for disabled doctors/ medical students?

Q10. Does your Trust/ Board have a single point of contact/ centralised process for disabled doctors/ medical students to request reasonable adjustments? If no, please provide brief details of how individual employees can make requests for adjustments (e.g. via their line manager)

Powys Response:

Q1. I can confirm Powys Teaching Health Board (PTHB) does not use the Bradford Factor scoring as part of monitoring sickness absence.

Q2. Yes, please see the list below for the threshold at which sickness absence triggers performance management action.

- Three episodes of sickness absence of any length in any rolling 6-month period.
- Two or more absences totalling 10 calendar days or more in a rolling 12-month period.
- Recognisable patterns of absence, including any in previous years, which cause concern but may not meet other review prompts.

Q3. Yes, PTHB record disability-related absence separately from sickness absence. All sickness absence is recorded via the Electronic Staff Record (ESR) as sickness absence with the specific reasons for the absence included. Disability leave would be recorded separately under special leave and not sickness absence.

Q4. The organisation does not have a specific disability leave policy. Disability leave is included within the:

- All Wales Managing Attendance at Work policy.
- All Wales Special Leave policy.

Q5. I can confirm PTHB does offer paid disability leave. Please see below.

Disability/ Health and Wellbeing Condition Leave

Disability/ Health and Wellbeing Condition leave is reasonable paid time off for a reason related to someone's known health and wellbeing condition and /or disability as part of a programme of care. Disability/Health and wellbeing condition leave is not disability related sickness absence. Effectively, it is a form of special leave and will usually be requested by the employee and approved by the manager in advance. Disability/ Health and wellbeing condition leave should be recorded on ESR. Typical examples of Disability/ Health and wellbeing condition leave may include regular hospital and medical appointments/ treatments/ follow up assessments in respect of a known disability/ health and wellbeing condition. Disability leave will typically apply to part, or the whole, of one working day.

Q6. PTHB does have a neurodivergent staff network, which performs this function within the neurodivergence aspect of disability. The organisation does not have a designated disability champion however the Executive Director of People & Culture is the designated Equality champion.

Q7. I can confirm PTHB does not have an individual who is employed in a paid role specifically to ensure that disabled doctors receive workplace support. However, they will have access to the occupational health service to identify relevant supportive measures in the workplace.

Q8. Reasonable adjustments are covered in section 8 of the All Wales managing attendance at work policy. Please see FOI.005.24 Attachment 1.

Q9. No, adjustments would be paid for from service budgets.

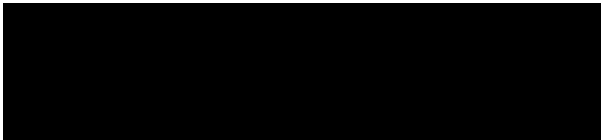
Q10. No. However, employees can request reasonable/ tailored adjustments via their line manager, with input from occupational health where necessary. Guidance on reasonable adjustments for both employees and managers is also available from the local Equality, Diversity and Inclusion team.

Under the terms of the Health Board's Freedom of Information procedure, individuals seeking access to recorded information held by the Health Board are entitled to request an internal review of the handling of their requests. If you would like to complain about the Health Board's handling of your request, please

contact us directly at the address below or register your complaint via powysfoi.foi@wales.nhs.uk

If after Internal Review you remain dissatisfied you are also entitled to refer the matter to the information commissioner at the Information Commissioner's Office (Wales), 2nd Floor, Churchill House, Churchill Way, Cardiff, CF10 2HH. Telephone Number: 0330 414 6421.

Yours sincerely



Mark McIntyre
Deputy Director Workforce & Organisational Development

Rydym yn croesawu derbyn gohebiaeth yng Nghymraeg. Byddwn yn ateb y fath ohebiaeth yng Nghymraeg ac ni fydd hyn yn arwain at oedi.

We welcome receiving correspondence in Welsh. We will reply to such correspondence in Welsh and this will not lead to a delay.