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Darlington Memorial Hospital  
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Darlington  
DL3 6HX  
Switchboard Tel: 01325 38 0100  
Foundation Trust Office: 01325 74 3625  
Corporate Records Office: 01325 74 3700

Request for Information Reference: 07.19.56

Direct line: 01325 743700  
Email: [cdda-tr.cddftfoi@nhs.net](mailto:cdda-tr.cddftfoi@nhs.net)

Email only

5 August 2019

## **Freedom of Information Act 2000 – Request for Information**

Thank you for your request for information received on 23 July 2019 in relation to the County Durham and Darlington NHS Foundation Trust (Trust). We are dealing with your request under the provisions of the Freedom of Information Act 2000.

You requested information regarding risk registers. Specifically you requested information as follows:

***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, i.e. 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*

**County Durham and Darlington NHS Foundation Trust replies:**

The Trust does not provide mental health services. Tees Esk & Wear Valley Foundation Trust should be the first point of contact for this information. If you wish to contact Tees Esk & Wear Valley Foundation Trust, we would advise, in accordance with Section 16 of the Act (duty to provide advice and assistance), that you contact that organisation via the following address:

Trust Secretary's Department  
West Park Hospital  
Edward Pease Way  
Darlington, DL2 2TS  
Email: [tewv.foi@nhs.net](mailto:tewv.foi@nhs.net)

In line with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log. Therefore, a version of our response which will protect your anonymity will be posted on the County Durham and Darlington NHS Foundation Trust website.

If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me on the above telephone number or at the above address.

If you are unhappy with the way your request for information has been handled, you can request a review by writing to:

The Chief Executive  
County Durham & Darlington NHS Foundation Trust  
Darlington Memorial Hospital  
Hollyhurst Road  
Darlington  
DL3 6HX



County Durham  
and Darlington

NHS Foundation Trust

If, you remain dissatisfied with the handling of your request or complaint, you have a right to appeal to the Information Commissioner at:

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

Telephone: 0303 123 1113

Website: [www.ico.gov.uk](http://www.ico.gov.uk).

There is no charge for making an appeal.

Yours sincerely

**Joanna Tyrrell**  
Freedom of Information Officer