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Request for Information Reference: 12.19.32

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

Email only

21 January 2019

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

Thank you for your request for information received on 18 December 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 the Referral to Treatment (RTT) validation tasks. Specifically you requested information as follows:

#### ***Please could you provide the following information?***

- 1. How many staff do you currently employ to undertake RTT validation tasks?***

Answer: There are 132 consultant secretaries all of which have RTT validation as part of their core job description.

- 2. How many more permanent or temporary staff are expected to be needed over the next 12 months?***

Answer: Two temporary staff.

- 3. How many open RTT pathways do you have currently?***

Answer: 22,739 (as at end of November).

**4. How many staff do you currently employ to undertake clinical coding validation tasks?**

Answer: One Clinical Coding Auditor.

**5. How many more permanent or temporary staff are expected to be needed over the next 12 months?**

Answer: None.

**6. Do you operate and utilise a live bed state system?**

Answer: Yes.

**7. Has your organisation implemented any centralised or 24 hour bed management process, or have an automatic electronic utilisation data capture solution?**

Answer: Yes.

**8. If so, which processes or solutions are in use?**

Answer: Nervecentre

**9. What is the name, job title, and department contact email address of the primary decision maker for change control of the bed state process?**

Answer: Such a position does not exist within the Trust however the closest person to this role would be the Executive Director of Operations and Performance, Mrs Carole Langrick who can be contacted via her PA Mrs Teri Colquhoun on the following email address: [Teri.colquhoun@nhs.net](mailto:Teri.colquhoun@nhs.net)

**10. How many Urgent Care/Emergency Department staff have access to the spine lookup and validation service to verify demographics at the point of patient registration?**

Answer: 25 reception staff across Urgent Care and the Emergency Department have access to the spine lookup and validation service to verify demographics at the point of patient registration.

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.



County Durham  
and Darlington

NHS Foundation Trust

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

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**