

29 April 2021

Information Rights & Compliance Team  
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Our Ref: FOI/03665

Thank you for your request concerning Whistleblowing Cases.

Your request has been considered and processed in accordance with the requirements of the Freedom of Information (FOI) Act 2000.

**1. How many whistleblowing contacts have been raised within the Trust in the following time periods:**

**If possible, please break this down by whether the case was raised with:**

- a) The Trust's Freedom to Speak Up Guardian
- b) The Trust's other persons with responsibility for whistleblowing? This could include (but may not be limited to): executive director with responsibility for whistleblowing; non-executive director with responsibility for whistleblowing.

**If it isn't possible to break it down in such a fashion, just give the aggregate figures**

	Number of Cases Reported	Reported to
March 2019	2	Both were raised directly to the Speak Up Guardian via one of the given options (Direct Email, Speak Up email, hotline, Datix)
April 2019	3	All were raised directly to the Speak Up Guardian via one of the given options (Direct Email, Speak Up email, hotline, Datix)
March 2020	1	Raised directly to the Speak Up Guardian via one of the given options (Direct Email, Speak Up email, hotline, Datix)
April 2020	1	Raised directly to the Speak Up Guardian via one of the given options (Direct Email, Speak Up email, hotline, Datix)

2. Does the Trust hold data about these contacts/cases in a spreadsheet or database? If so, please could you provide a list of the data fields – for clarity, this could include but is not limited to categories such as “type of complaint”, “status of complaint”, etc.

For each item on the list of data fields, please state if the value is to be filled in as a free text field, or a value selected from a drop-down menu. For each of the fields where a value is to be selected from a drop-down menu, please include the options from the drop-down menu.

All reported Whistleblowing cases are recorded on a subsection of our Incident Reporting system Datix. Once the Speak Up Option has been selected the following is to be completed:

Incident Details (free text)  
Incident Level (combination of drop-downs and free text)  
Categorising the Incident (drop-down)

It is not possible to provide you with every combination of options as there are multiple combinations of drop downs for example the below list work on a progressive disclosure depending on which type you choose. You are then presented with a list of suitable options for category and sub category. Please note that not all of these options will be relevant to Speak Up concerns but are part of our Incident Reporting system which is a mixture of drop downs and free text.

ADMISSION, DISCHARGE, TRANSFER ISSUE  
AWOL/MISSING  
DATA LOSS/BREACH  
DEATH  
ENVIRONMENTAL SAFETY  
EQUIPMENT  
MEDICATION  
PERSONAL ACCIDENT  
PRACTICE/CLINICAL CARE  
PRIVACY, DIGNITY, EMSA  
SAFEGUARDING CHILDREN  
SAFEGUARDING ADULT  
SAFEGUARDING HISTORIC ONLY (OF ADULT AS A CHILD)  
SECURITY  
SELF HARM  
VIOLENCE & AGGRESSION

Should you require further clarification, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust’s complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

*Sue Smith*

**Sue Smith**  
**Information Rights Officer**

Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).

