

23 January 2024

Information Rights & Compliance Team  
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Our Ref: FOI/04915

Thank you for your request concerning Bed Managers employed.

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

**1. How many bed managers do you currently employ on average per ward?**

We employ 3 Bed Managers for the whole Trust, not per ward.

**2. How many ward managers do you currently employ?**

We employ 7 Ward Managers.

**3. What is the organisation structure for bed / ward management?**

Bed Managers report to the Service Manager who report to the Service Line Lead.

**4. Have staffing levels meaningfully changed in the last 10 years (in terms of avg managers per ward)**

This information is not recorded<sup>1</sup>. Please be advised that the FOIA does not oblige a public authority to create information to answer a request if the requested information is not held or exist. The FOIA duty is to only provide the recorded information held.

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](#).



<sup>1</sup> Section 1(1) Any person making a request for information to a public authority is entitled (a) to be informed in writing by the public authority whether it holds information of the description specified in the request, and (b) if that is the case, to have that information communicated to him.