Information Governance & Records Management Department

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Sent via email

Dear ████

Request for Information

I write further to your request FOI ID 46034 under the Freedom of Information Act 2000 regarding: -

Waitlist Validation and Data Linkage

Your request is set out below:

1. How is waitlist validation carried out in your Trusts? Please select one of the following options: Manually / Semi-automated / Automated.
    Automated/Manually

    a. If your response was semi-automated or automated, which tools do you use? Please specify the types of tools or software used.
        SQL Server data warehouse, Excel, Power BI.

2. How many FTEs currently work on waitlist validation and what band are they? Please specify the number per band.

Pay Band	Sum of FTE
Band 3	9.4
Band 4	1
Band 6	5.04
Band 7	9

3. How has your FTE count working on waitlist validation increased in the past 2-3 years? Please provide an estimate if you do not have the exact number.
    No

4. In the past 12 months, approximately how long has the waitlist validation process taken? Please provide an estimate if you do not have the exact number.
    The Trust does not operate a waitlist, clients are placed on the bed list when they are referred.

5. What data quality issues have been identified the most frequently as part of the waitlist validation process? Please select those that apply from the list below:

    a. Decision to admit but no waiting list entry

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b. Missing waiting list or pathway information (e.g. due date, intended procedure)
c. Patients on an admitted waiting list without an active RTT (Referral to Treatment Pathway) clock
d. Past TCI (To Come In) dates
e. Potential duplicates
f. Other – **waiting for physical health and informal admission paperwork to be completed.**

6. What are your current approaches to linking data? Please select one of the following options: Manually or semi-automated / Automated – Automated.
   SQL Data Warehouse to centralise all datasets.

7. What is the proportion of data linkage that is manual and automated? Please provide an estimate if you do not have the exact number. – All automated, or working towards being automated if it's a dataset that we haven't got to yet.
   All automated, or working towards being automated if it's a dataset that we haven't got to yet.

   a. If automated, what tools are used? Please provide the name of the tools. - Python, SQL Server, Power BI, Excel
      Python, SQL Server, Power Bi, Excel
   b. If manual, what tools are used e.g. R, data bricks? Please provide the name of the tools.
      N/A

8. Currently, is the data linking process cumbersome? Please select one option:
      No
9. And does it take away from people's everyday role? Please select one option:
      No

I confirm that the information above completes your request under the Freedom of Information Act 2000. I am also pleased to confirm that no charge will be made for this request.

If you have any questions or concerns or are unhappy with the response provided or the service you have received you can write to the Head of Information Governance at the address on top of this letter.   If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision.

Yours Sincerely

On Behalf of
The Information Governance Department