

**FREEDOM OF INFORMATION REQUESTS**  
**May 2020**

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| <b>FOI NO:</b> <b>FOI 007</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Date Received:</b> <b>22 May 2020</b> |
| <b>Request :</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                          |
| <p>On behalf of Sky News, I am trying to obtain an answer to the following questions.</p> <p>I would appreciate a response as detailed as possible please.</p> <p>"Simon Stevens and Amanda Pritchard wrote to all NHS trusts and CCG Chief Executives on the 29th of April to advise that employers, on a precautionary basis, should conduct risk assessments for staff at greater risk during the COVID-19 pandemic and to act accordingly.<br/>Has your organisation completed risk assessments on all Black Asian and Minority Ethnic (BAME) staff?<br/>AND<br/>What precautions, if any, have you put in place to protect BAME staff once they've been risk assessed?"</p>                                                                                                                                                                                                                                                                                                                                                                     |                                          |
| <b>Response :</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                          |
| <p><b>NHS Bury CCG implemented remote working for all staff prior to formal lockdown being announced nationally, to ensure compliance with the Social Distancing requirements. Each business area was assessed at that time to maintain the required level of service delivery whilst ensuring and maintaining the safety of our staff.</b></p> <p><b>Following the additional intelligence in relation to high-risk factors, and the request from Sir Simon Stevens and Amanda Pritchard, a personal risk assessment has been issued and all staff, including those of BAME ethnicity, and all staff members have been actively encouraged to complete this.</b></p> <p><b>Arrangements to manage identified risks are implemented on a case-by-case basis, however at this time, we are able to continue to support all staff to work remotely at home, meaning that there is no requirement to travel to work or access communal corporate buildings, which provides a high level of assurance and safeguards our staff during this time.</b></p> |                                          |

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| <b>FOI NO:</b> <b>FOI 008</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <b>Date Received:</b> <b>26 May 2020</b> |
| <b>Request :</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                          |
| <p>On the 29th April, the Chief Executive and the Chief Operating Officer of NHS England, Sir Simon Steven and Amanda Pritchard wrote in a letter addressing the second phase of the NHS response to COVID19; a recommendation to 'risk-assess staff at potentially greater risk and make appropriate arrangements accordingly'. I would therefore like to make a FOI about the Clinical Commissioning Group's (CCGs) action in this regard, to date. This is to help assess the differences and or similarities in CCGs practices and to help inform best practices in primary care nationwide.</p> <p>Please provide communications addressing:</p> |                                          |

- recommendations made to your local primary care providers
- recommendations received from primary care providers or
- any monitoring process that is currently in place concerning this risk assessments/ appropriate arrangements.

I understand that I do not have to specify particular files or documents and it is the departments responsibility to provide the information I require.

**Response :**

- Recommendations made to your local primary care providers

**NHS Bury CCG advised all General Practice colleagues that it is best practice and highly recommended that risk assessments are conducted on all staff employed in General Practice as a matter of urgency. The CCG provided local and national guidance and templates that could be utilised to complete the risk assessments.**

- Recommendations received from primary care providers

**Practices are confirming back to the CCG that they are completing risk assessments on all staff and keeping a record of the risk assessment on file.**

- Any monitoring process that is currently in place concerning this risk assessments/ appropriate arrangements.

**The CCG are contacting all Practices via telephone to ensure risk assessments are in place on all staff and to offer help and support if action plans have not been completed for any reason. Practices are invited to advise the CCG of any issues they have with the detail of the risk assessments and advised to ensure that an action plan is completed where any adverse information has been gained via the risk assessment. The assurance regarding risk assessment compliance will be passed back to Greater Manchester Health & Social Care Partnership for scrutiny.**