

HR Workforce Report

May 2021

Headcount = 1044

WTE = 831

Turnover = 7.93%

Sickness Absence

Absences between 01/05/2021 and 31/05/2021

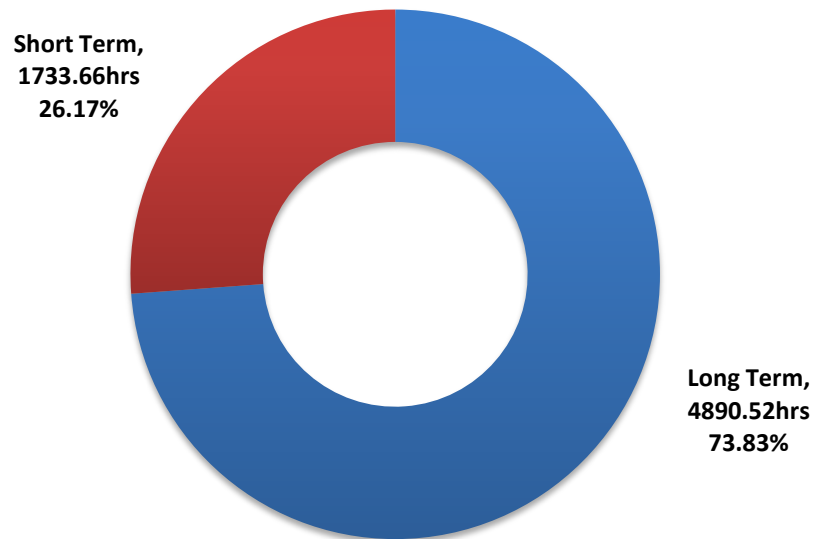
Sub-Department	Lost Hours	Actual Hours	Rate (%)
Acute Psychiatry (Sub-Dept)	135.72	2225.19	6.10
BH Foundation (Sub-Dept)		704.09	
Barra Nursing (Sub-Dept)	473.29	2298.26	20.59
CDU (Sub-Dept)	36.50	1810.13	2.02
CPN (Sub-Dept)	500.58	3479.49	14.39
Catering (Sub-Dept)	142.61	4077.22	3.50
Chief Executive Office (Sub-Dept)	22.50	929.93	2.42
Child & Adolescent Team (Sub-Dept)		1112.60	
Child Protection (Sub-Dept)		166.06	
Clinical Governance (Sub-Dept)		1304.12	
Clinical Support Nurses (Sub-Dept)	105.05	1744.73	6.02
Clisham (Sub-Dept)	50.68	110.71	45.77
Community L&H Admin (Sub-Dept)	15.00	1549.89	0.97
Community Nursing U&B (Sub-Dept)	146.84	1594.17	9.21
Day Hospital (Sub-Dept)		863.51	
Dental (Sub-Dept)	607.89	8577.38	7.09
Diabetes (Sub-Dept)		752.80	
Domestics (Sub-Dept)	322.20	6788.50	4.75
Emergency Dept (Sub-Dept)	203.85	2966.92	6.87
Equality & Diversity (Sub-Dept)		166.06	
Erisort (Sub-Dept)	579.72	3177.27	18.25
Estates & Works (Sub-Dept)		3723.05	
Executive Directors (Sub-Dept)		675.31	
Finance (Sub-Dept)	7.00	2971.35	0.24
Health & Safety (Sub-Dept)		332.12	
Health Promotion (Sub-Dept)	167.19	2324.83	7.19
Health Visiting / School Nursing (Sub-Dept)	382.61	2892.75	13.23
Hospital Admin (Sub-Dept)	132.86	1029.57	12.90
Human Resources (Sub-Dept)	163.78	1434.75	11.42
Infection Control (Sub-Dept)		597.81	
Information Technology (Sub-Dept)		1826.65	
Laboratory (Sub-Dept)	9.67	1826.65	0.53

Laundry (Sub-Dept)	119.27	1523.32	7.83
Macmillan Nursing (Sub-Dept)		1228.84	
Maternity (Sub-Dept)		3116.38	
Medical 1 (Sub-Dept)	202.17	3900.18	5.18
Medical 2 (Sub-Dept)	353.60	5267.40	6.71
Medical Records (Sub-Dept)	71.50	2240.69	3.19
Medical Secretaries (Sub-Dept)	52.50	2208.68	2.38
Medical Staffing (Sub-Dept)		2928.35	
Mental Health (Sub-Dept)		307.76	
Non Executive Directors (Sub-Dept)		1660.59	
Nurse Director (Sub-Dept)		97.42	
Nursing Eastside (Sub-Dept)	22.50	2039.21	1.10
Nursing Southside (Sub-Dept)		1069.42	
Nursing Westside (Sub-Dept)		1591.95	
Nutrition & Dietetics (Sub-Dept)		1071.64	
OUAB Nursing (Sub-Dept)	296.07	4691.72	6.31
Occupational Health (Sub-Dept)		166.06	
Occupational Therapy (Sub-Dept)	280.75	3480.60	8.07
Occupational Therapy Bank (Sub-Dept)		62.00	
Outpatients (Sub-Dept)		1298.58	
Patient Services (Sub-Dept)		415.15	
Pharmacy (Sub-Dept)	162.73	1891.97	8.60
Physiotherapy (Sub-Dept)		3062.13	
Podiatry (Sub-Dept)	33.35	1383.03	2.41
Porters (Sub-Dept)	16.00	1312.97	1.22
Primary Care (Sub-Dept)		1316.74	
Procurement (Sub-Dept)		797.08	
Professional Development (Sub-Dept)		797.08	
Psychology (Sub-Dept)		49.82	
Public Health (Sub-Dept)	163.10	3178.37	5.13
Public Health Intelligence & Info Service (Sub-Dept)		1859.86	
Radiology (Sub-Dept)		1584.20	
Reception (Sub-Dept)	148.67	929.93	15.99
Renal Unit (Sub-Dept)		1228.84	
Risk Management (Sub-Dept)		298.91	
Specialist Nurses (Sub-Dept)		464.97	
Speech & Language Therapy (Sub-Dept)	46.80	1553.43	3.01
Spiritual Care (Sub-Dept)		358.69	
Surgical (Sub-Dept)	134.50	4952.99	2.72
Theatre (Sub-Dept)	315.14	3775.08	8.35
Unscheduled Care (Sub-Dept)		221.41	
Grand Total	6624.18	137417.27	4.82

Sickness Absence for the calendar year = 4.19%

Sickness Absence Breakdown (Short Term/Long Term)

Of the 6624.18 hours absence in May 2021, the below shows breakdown of both Short and Long Term absences.

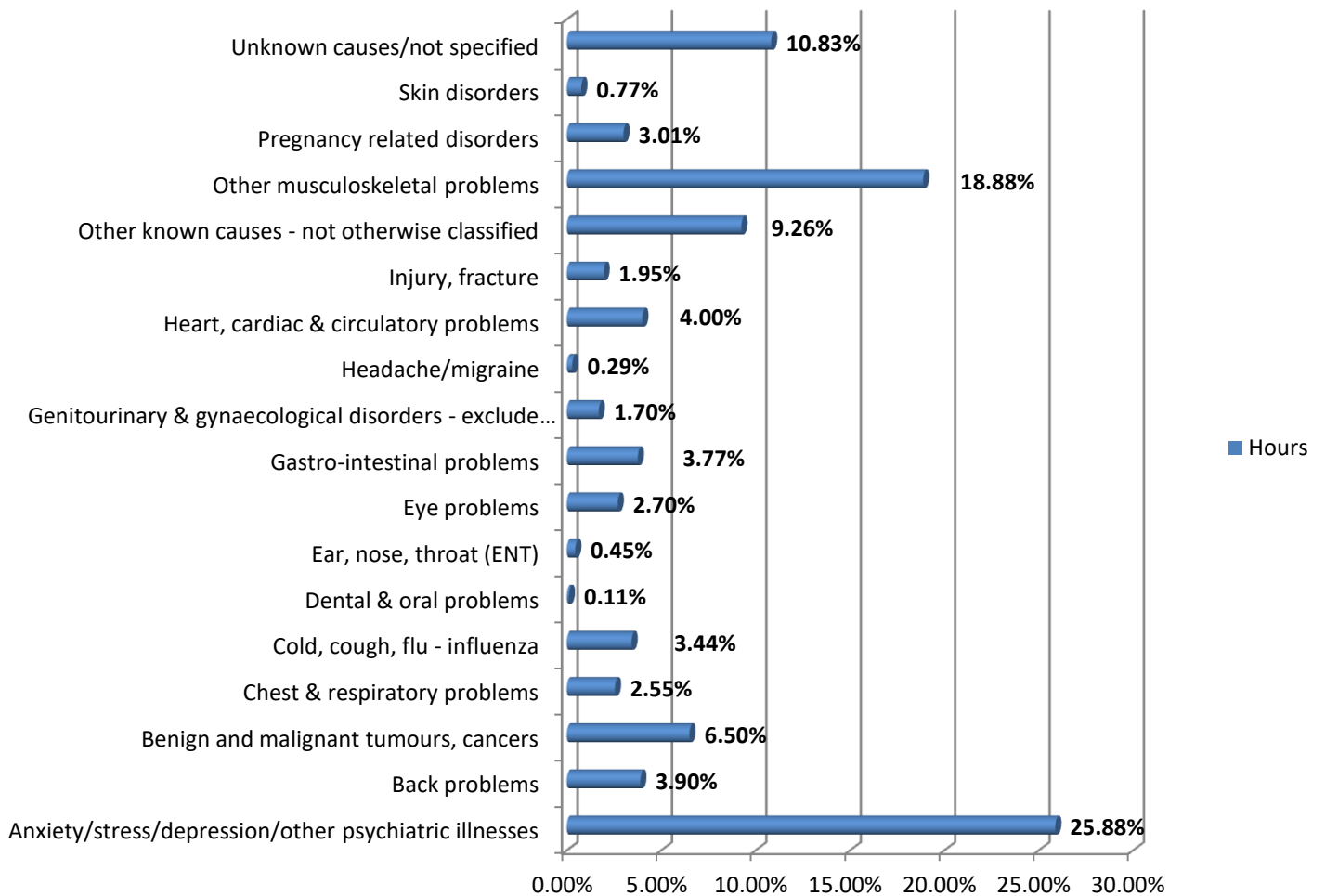


Sickness Absence by Band

Absences between 01/05/2021 and 31/05/2021

	Variable	Variable	Variable
Band / Grade	Absence	Hours	Rate
Band 1	22.02	75.28	29.25
Band 2	1876.44	25363.21	7.40
Band 3	947.64	14666.34	6.46
Band 4	636.92	15393.86	4.14
Band 5	1418.35	34331.07	4.13
Band 6	739.62	21394.26	3.46
Band 7	831.45	13972.22	5.95
Band 8A	129.23	1992.71	6.49
Band 8B	22.50	2324.83	0.97
Band 8C		1046.17	
Band 8D		332.12	
Senior Managers		1826.65	
		4698.54	
Grand Total	6624.18	137417.27	4.82

Sickness Absence by Reason



As with the report in April 2021, the two most prominent Sickness Absence reasons are “Anxiety/stress/depression/other psychiatric illnesses” and “Other musculoskeletal problems”. These equate to 44.76% of the overall absences for the month of May.

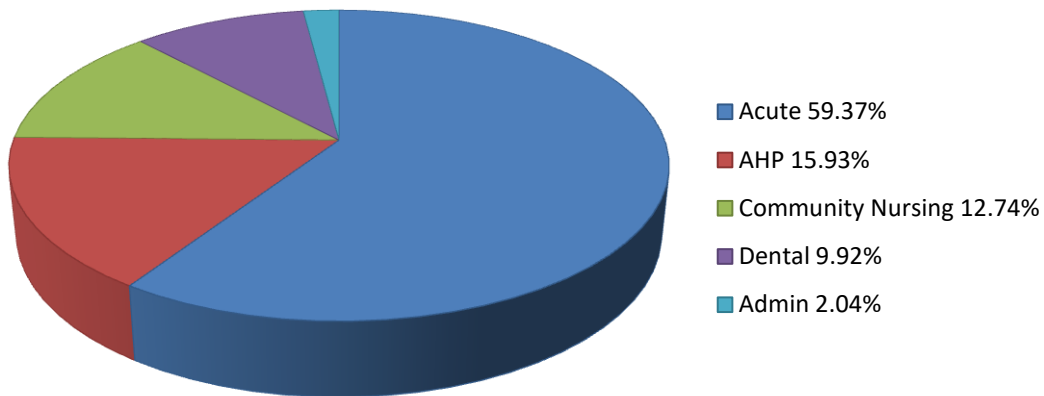
The fallout from the Covid-19 pandemic will still very much be prevalent within these figures and as restrictions continue to ease nationally, there may be signs within the Workforce Data to suggest there is a change.

Our Employee Relations Team continue to engage with Occupational Health to support employees on both short and long term sick leave. Managers are also actively engaged with to ensure a person centred approach is adopted when dealing with these cases of sickness absence. In all instances managers are encouraged to work with Occupational Health to identify support measures that can be implemented to promote the attendance of employees at work.

Musculoskeletal Breakdown

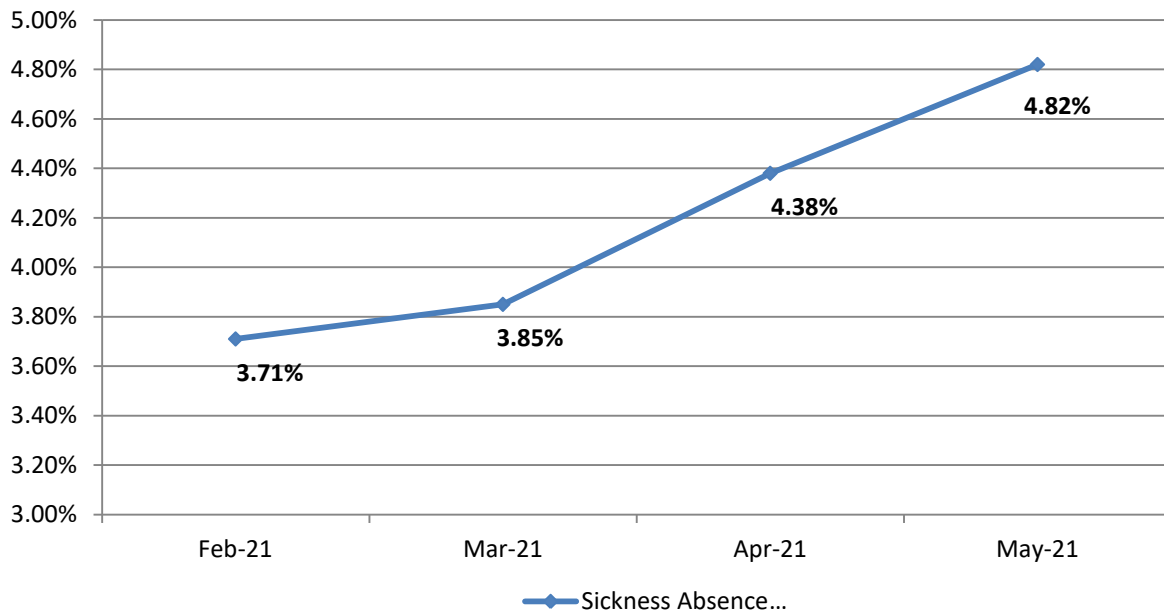
Of the 18.88% with absence reason as “Other musculoskeletal problems” below is a breakdown of areas where this applies.

Musculoskeletal (%)



Monthly Comparison

Sickness Absence Rate (%)



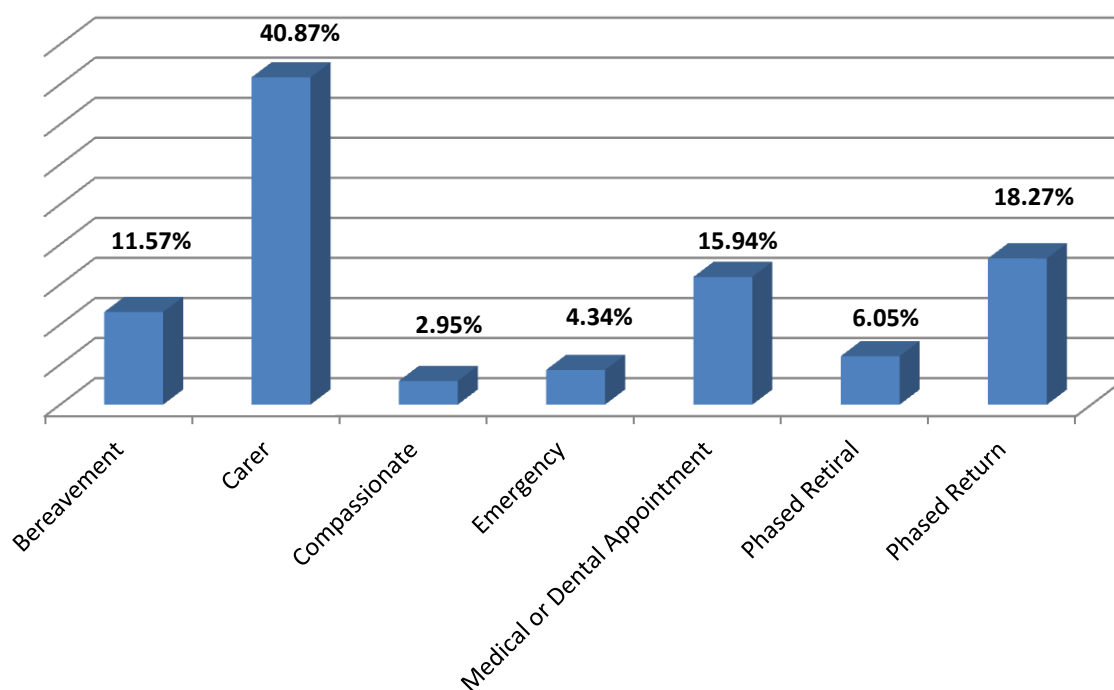
Special Leave

All Special Leave excluding COVID-19 by Job Family

Absences between 01/05/2021 and 31/05/2021

Job Family	Lost Hours	Total Hours	Rate (%)
ADMINISTRATIVE SERVICES	64.50	26585.58	0.24
ALLIED HEALTH PROFESSION		11981.15	
DENTAL SUPPORT	37.50	5922.64	0.63
HEALTHCARE SCIENCES	22.50	3380.96	0.67
MEDICAL AND DENTAL		4698.54	
MEDICAL SUPPORT		166.06	
NURSING/MIDWIFERY	180.98	60093.49	0.30
OTHER THERAPEUTIC		2273.90	
PERSONAL AND SOCIAL CARE		2601.59	
SENIOR MANAGERS		1826.65	
SUPPORT SERVICES	69.50	17886.70	0.39
Grand Total	374.98	137417.27	0.27

Special Leave - Breakdown by Reason



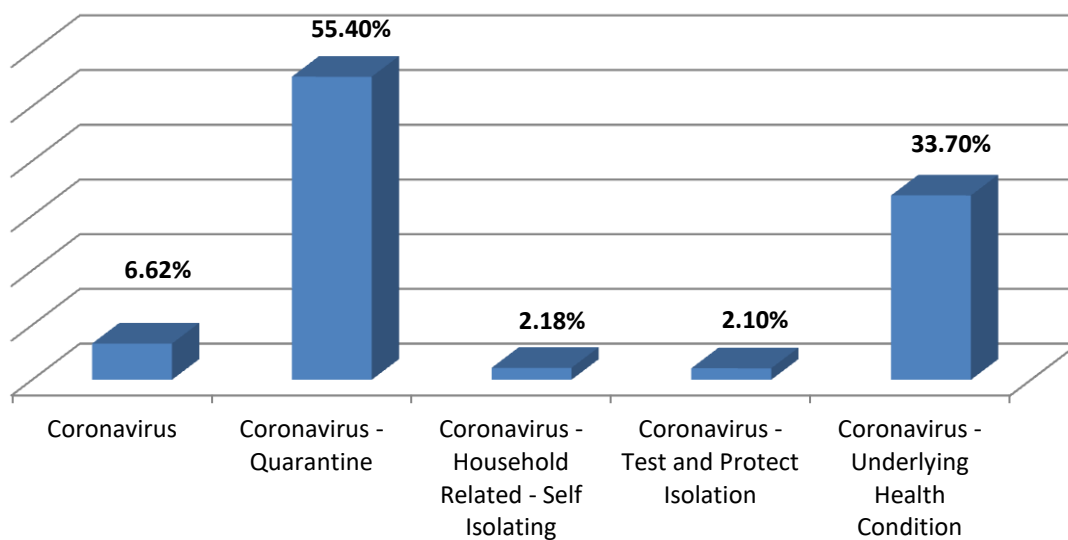
Coronavirus Special Leave

May 2021

Absences between 01/05/2021 and 31/05/2021

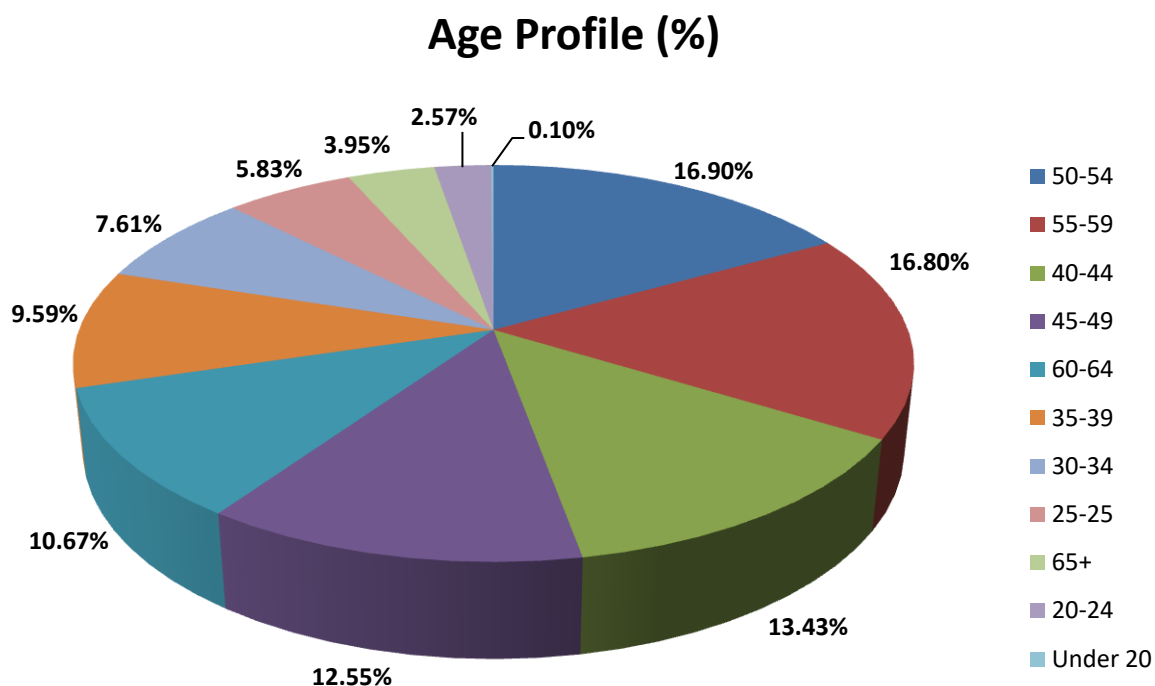
Job Family	Lost Hours	Total Hours	Rate
ADMINISTRATIVE SERVICES	49.00	26585.58	0.18
ALLIED HEALTH PROFESSION	7.50	11981.15	0.06
DENTAL SUPPORT	7.50	5922.64	0.13
HEALTHCARE SCIENCES	66.43	3380.96	1.96
MEDICAL AND DENTAL		4698.54	
MEDICAL SUPPORT		166.06	
NURSING/MIDWIFERY	511.73	60093.49	0.85
OTHER THERAPEUTIC		2273.90	
PERSONAL AND SOCIAL CARE		2601.59	
SENIOR MANAGERS		1826.65	
SUPPORT SERVICES		17886.70	
Grand Total	642.16	137417.27	0.47

Coronavirus Leave - Breakdown by Reason



Staff in Post – Age Profile

The below table provides information on the age profile within NHS Western Isles.



Recruitment

Posts Advertised May 2021

Ref No	Vacancy	Job Family	Date Advertised	Closing Date
052044	Information Systems and Resources Administrator	Admin & Clerical	07.05.2021	21.05.2021
053380	Medical Secretary	Admin & Clerical	17.05.2021	31.05.2021
053418	Medical Secretary APU	Admin & Clerical	17.05.2021	31.05.2021
053431	Health Intelligence Analyst Specialist Vaccinations	Admin & Clerical	26.05.2021	09.06.2021
050095	Dietitian	AHP	06.05.2021	20.05.2021
051970	Radiographer Student Helper	AHP	07.05.2021	21.05.2021
052011	Community Physiotherapist	AHP	07.05.2021	21.05.2021
052827	Community Equipment Service Assistant Storekeeper	AHP	10.05.2021	24.05.2021
053296 readvert from 049437	Specialist Podiatrists	AHP	11.05.2021	25.05.2021
053857	Senior Physiotherapist	AHP	18.05.2021	01.06.2021
053081	Bank Speech and Language Therapy Assistant	AHP	20.05.2021	03.06.2021

053786	Speech and Language Therapist	AHP	20.05.2021	05.07.2021
055400 readvert from 053296	Podiatrist	AHP	28.05.2021	11.06.2021
053074	Director of Dentistry	Executive Level	10.05.2021	28.05.2021
054053	Speciality Doctor Urgent and Emergency Care	Med & Dental	18.05.2021	22.06.2021
051938	Senior Pharmacy Assistant	Health Science Services	20.05.2021	03.06.2021
048867	Staff Nurse	Nur & Mid	03.05.2021	17.05.2021
051644	Integrated Midwife	Nur & Mid	05.05.2021	19.05.2021
051935	Macmillan Development Nurse	Nur & Mid	06.05.2021	20.05.2021
052679	Healthcare Assistant	Nur & Mid	06.05.2021	20.05.2021
052048	Charge Nurse Uist and Barra	Nur & Mid	07.05.2021	14.06.2021
052113	Trainee Infection Prevention and Control Nurse	Nur & Mid	10.05.2021	24.05.2021
053124	Staff Nurse Theatre	Nur & Mid	10.05.2021	24.05.2021
050887	Senior Practitioner for Nursing and Midwifery	Nur & Mid	11.05.2021	25.05.2021
052702	Staff Nurse Surgical	Nur & Mid	11.05.2021	25.05.2021
053579 readvert from 049582	Staff Nurse Theatre	Nur & Mid	13.05.2021	14.06.2021
053593 readvert from 049140	Community Nurse Uist	Nur & Mid	13.05.2021	27.05.2021
051929	Advanced Nurse Practitioner	Nur & Mid	17.05.2021	14.06.2021
053587	Community Staff Nurse Uist	Nur & Mid	18.05.2021	01.06.2021
053660	Community Nurse Southside	Nur & Mid	20.05.2021	03.06.2021
053661	Community Staff Nurse Southside	Nur & Mid	21.05.2021	04.06.2021
051620	Maternity Care Assistant	Nur & Mid	24.05.2021	07.06.2021
053093	Administrative Assistant to ED	Nur & Mid	24.05.2021	09.06.2021
047809	Registered Nurse Medical 2	Nur & Mid	26.05.2021	29.06.2021
049219	Medical Secretary Uist and Barra	Nur & Mid	27.05.2021	10.06.2021
054104	Trainee Nurse Practitioner for Hospital at Home	Nur & Mid	27.05.2021	10.06.2021
054439	Healthcare Assistant Surgical	Nur & Mid	27.05.2021	10.06.2021
055178 readvert from 052702	Staff Nurse	Nur & Mid	27.05.2021	10.06.2021
050097	Domestic Assistant	Support Services	10.05.2021	24.05.2021
052656	Bank Catering Assistant	Support Services	10.05.2021	24.05.2021
053355 readvert from 047072	Laundry Assistant	Support Services	12.05.2021	26.05.2021
053178	Domestic Assistant 30hrs	Support Services	20.05.2021	03.06.2021
053759	Domestic Assistant 21hrs	Support Services	20.05.2021	03.06.2021

Posts Appointed to April 2021

Ref No	Vacancy	Job Family	Interview Date	Outcome
048541	Trainee District Nurse / Specialist Practitioner	Nur & Mid	06.05.2021	Appointed
048559	Community Vaccination Staff Nurse	Nur & Mid	26.05.2021	Appointed
048564	Community Nurse Vaccination Team	Nur & Mid	20.05.2021	Appointed
049639	Staff Nurse Theatre	Nur & Mid	06.05.2021	Not Appointed
048660	Administrative Assistant to CAMHs	Admin & Clerical	06.05.2021	Appointed
048867	Staff Nurse	Nur & Mid	19.05.2021	Declined Offer
050020	Senior Charge Nurse APU	Nur & Mid	18.05.2021	Appointed
050095	Dietician	AHP	31.05.2021	Appointed
050228	Domestic Assistant	Support Services	27.05.2021	Appointed
050772	Stroke Rehabilitation Assistant	Nur & Mid	18.05.2021	Appointed
050839	Staff Nurse Uist and Barra	Nur & Mid	14.05.2021	Appointed
051379	Specialist Generalist Podiatrist	AHP	19.05.2021	Appointed
051644	Integrated Midwife	Nur & Mid	24.05.2021	Appointed
051650	Trainee District Nurse / Specialist Practitioner	Nur & Mid	28.05.2021	Appointed