

## Board of Directors (in Public)

### Item 2.2

**Subject:** Guardian of Safe Working Q3 Report 24/25  
**Date of Meeting:** 28<sup>th</sup> January 2025  
**Prepared by:** Steph Donnelly – Medical HR Manager  
**Presented by:** Mr Manoj Kuduvalli – Medical Director  
**Purpose of Report:** To Note

BAF Reference	Impact on BAF
BAF 1	Trust compliant with exception reporting. No change to risk rating. Potential financial risk and risk of losing junior posts if not compliant

Level of assurance (please tick one) To be used when the content of the report provides evidence of assurance					
<input checked="" type="checkbox"/>	<b>Acceptable assurance</b> Controls are suitably designed, with evidence of them being consistently applied and effective in practice	<input type="checkbox"/>	<b>Partial assurance</b> Controls are still maturing – evidence shows that further action is required to improve their effectiveness	<input type="checkbox"/>	<b>Low assurance</b> Evidence indicates poor effectiveness of controls

#### 1. Executive Summary

This is the 2024/2025 Q3 report on safe working hours in line with the 2016 contract for Resident Doctors.

At present LHCH has 47 trainees on the new contract currently on rotation at the Trust. All rotas are compliant with the rules within the 2016 Contract.

The Board of Directors is asked to note the safe working hours compliance.

#### 2. Background

The purpose of this report is to review the working hours of doctors in training including exception reports, breaches of working hours, fines incurred and how these fines were levied.

Number of Doctors / Dentists in training (total):	47
Number of Doctors / Dentists in training on 2016 TCS (total):	47
Amount of time available in job plan for guardian to do the role:	0.25 PAs
Admin support provided to the guardian (if any):	To be reviewed
Amount of job-planned time for Educational Supervisors: trainee	0.25 PAs per

### **3. Main Body of Report**

#### **a) Exception Reports (regarding working hours)**

- There have been no exception reports in Q3. Only one exception has been received since August 2016.

#### **b) Issues Arising**

- Current gaps in the Tier One rota for Surgery are causing problems with on-call cover due to vacancy gaps and sickness. Vacancy is expected to be filled in February 2025.

#### **c) Actions Taken**

- When gaps arise, an email and a message is sent to all doctors to ask for support, either as a swap or paid time.
- Full time Medical Staffing Officer now in post to support a smooth process for communicating and filling rota gaps.
- Rota redesign undertaken for both Cardiology and Surgery rotas to help minimise future gaps and afford doctors easier access to annual leave/study leave.
- Recruiting Trust Doctors to bridge gaps and to ensure all shifts are covered.
- Act Down Policy is in place to ensure adequate cover at all levels.

### **4. Guardian of Safe Working Role**

The post of Guardian of Safe Working is now vacant due to the partial retirement of the current postholder. Following a recent recruitment campaign, one applicant has applied for the post and interviews will take place as soon as possible.

### **5. GOSW Comments**

No exception reports received during this period.

### **6. Recommendations**

The Board of Directors are asked to note the report.