



NHS FORTH VALLEY
Area Partnership forum
Friday 5 November 2021

This report relates to
Item 6.4 the agenda

AREA PARTNERSHIP FORUM

Workforce Information Report
Quarter 4 January - March 2021

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Introduction

This paper provides information on the NHS Forth Valley workforce from January to March 2021. The purpose of this report is to highlight to the Area Partnership Forum the patterns of absence within NHS Forth Valley within the fourth quarter of 2020/2021. The report also provides information regarding general workforce patterns within NHS Forth Valley and, where necessary, highlights exceptions to the norm and describes any implications for the service.

NHS Forth Valley sickness absence performance trajectory

The following charts demonstrate the sickness absence performance for all areas within NHS Forth Valley against the target performance trajectory for Quarter 4 2020/21.

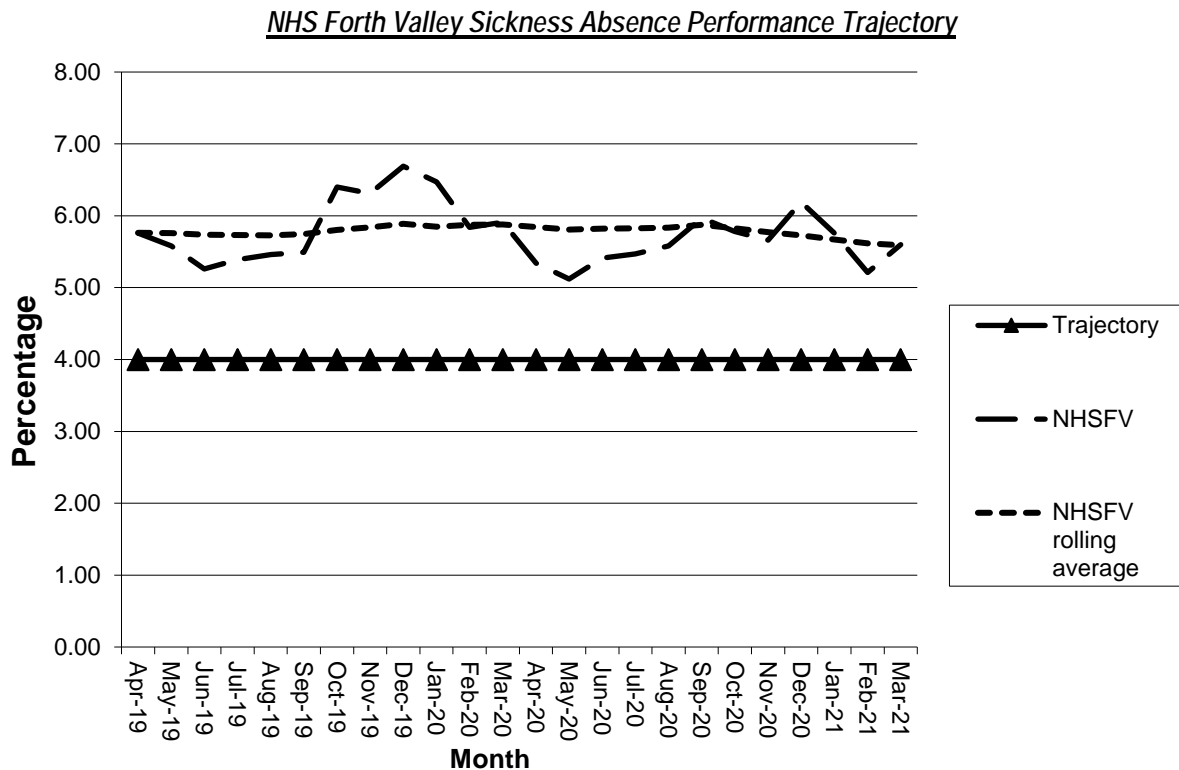


Chart 1

As can be seen from chart 1 NHS Forth Valley is currently performing above the revised trajectory both on a point in time basis and on a rolling average basis for the year to date, and the individual monthly trend has been variable over the three months in the reporting period.

Sickness Absence Performance Trajectory by Service Area

Please note that the organizational structure was updated for reporting purposes in March 2021 so it is not possible to provide information by Service for this quarter.

NHS Forth Valley

For the purposes of this report NHS Forth Valley comprises the following services.

- Acute Services
- Community Services
- Corporate Services

until the end of February 2021 and the following services from March 2021

- Acute Services
- Corporate Services
- Clackmannanshire and Stirling HSCP
- Falkirk HSCP
- Forth Valley Specialist Mental Health & Learning Disability Services
- Prison Healthcare & Specialist Community Health Services
- Women & Children & Sexual Health Services

And the following Job Families as defined by SWISS

- Admin Services and Managers
- Allied Health Professionals
- Health Science Services (mainly laboratory staff)
- Medical and Dental
- Medical & Dental Support*
- Nursing and Midwifery
- Nursing and Midwifery (Unregistered)
- Other Therapeutic*
- Personal and Social Care*
- Support Services

Two new job families were introduced nationally in December 2007 and staff began to be assimilated into a second new job family from October 2008. Data for these groups is now routinely present in all reported information obtained from SWISS from October 2008 onwards. Additionally, numbers of staff in the "other" category are reducing over time and this category should eventually disappear completely. However, this additional realignment means that it is not possible to make comparisons with job family data for the previous financial year except at an NHS Forth Valley overall and Unit/CHP level.

Medical and Dental Support includes Physicians' Assistants, Dental Care Practitioners, in particular dental nurses and technicians. Theatre services, including theatre practitioners have also been grouped under medical and dental support. These staff were previously categorised under Qualified/Unregistered Nurses and Midwives or Healthcare Scientists.

Other Therapeutic staff includes Clinical Psychology / Therapy / Counselling, Genetic Counselling, Optometry, Pharmacy and Play specialists who were previously categorised as either Allied Health Professions or Healthcare Scientists.

Personal and Social Care staff includes groups such as Chaplains and clinical staff (except Medical & Dental staff) working in areas such as Sexual Health and Health Promotion but numbers in this group are still minimal. It is likely that there will be some further realignment of staff currently assimilated into other job families as the definition of this grouping becomes clearer.

NHS Forth Valley Absence Rates

As previously indicated second quarter absence rates within NHS Forth Valley have tracked above the target trajectory. This section of the report identifies absence rates for the services and job families identified above during this period.

NHS Forth Valley Sickness Absence Rates by Job Family Quarter 4 2020/21

Absence % by Job Family NHS Forth Valley

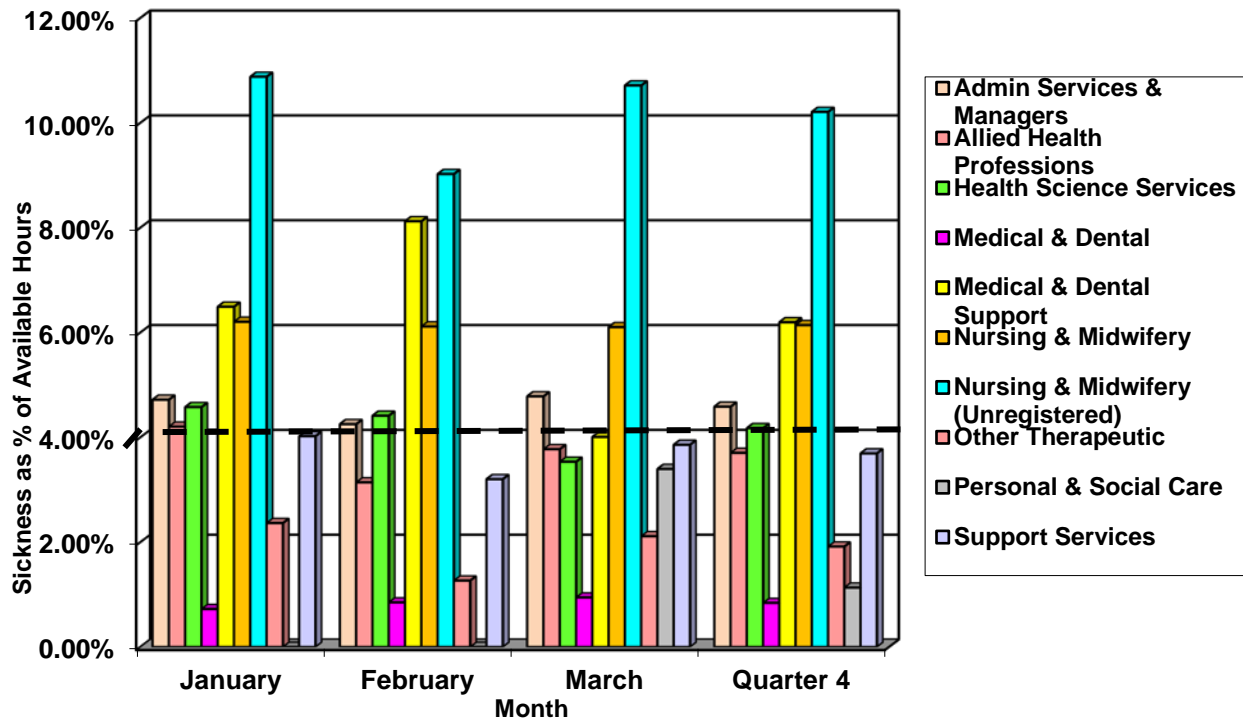


Chart 2

Chart 2 displays overall sickness absence for NHS Forth Valley. During Quarter 4 2020/21 overall sickness absence was 5.53% (a decrease of 0.15% on the third quarter of 2020/21). The highest rates of sickness absence recorded were:

- Unregistered Nurses – 10.21%
- Medical & Dental Support – 6.19% (but small in-post headcount)
- Nursing & Midwifery – 6.14%
- Admin Services & Managers – 4.58%
- Healthcare Sciences – 4.17%

All other Job Families were at or below the 4% target for the final quarter of 2020/21.

Overall sickness absence for NHS Forth Valley during the year April 2020 – March 2021 was 5.59% with the highest overall annual rates being:

- Unregistered Nurses – 9.52%
- Nursing and Midwifery – 6.04%
- Medical & Dental Support – 5.97% (but small in-post headcount)
- Support Services – 5.48%

Personal & Social Care – 5.36% (but minimal in-post headcount)
 Healthcare Sciences – 4.59%
 Admin Services & Managers – 4.27%

All other job families were at or below the 4% target for the year 2020/21

Owing to the change in reporting structure in March 2021 it is not possible to provide the detail of absence by Service in any format for the three months of Quarter 4 of 2020/21.

Absence Rates Showing Long Term/Short Term Split by Job Family Quarter 4 2020/21

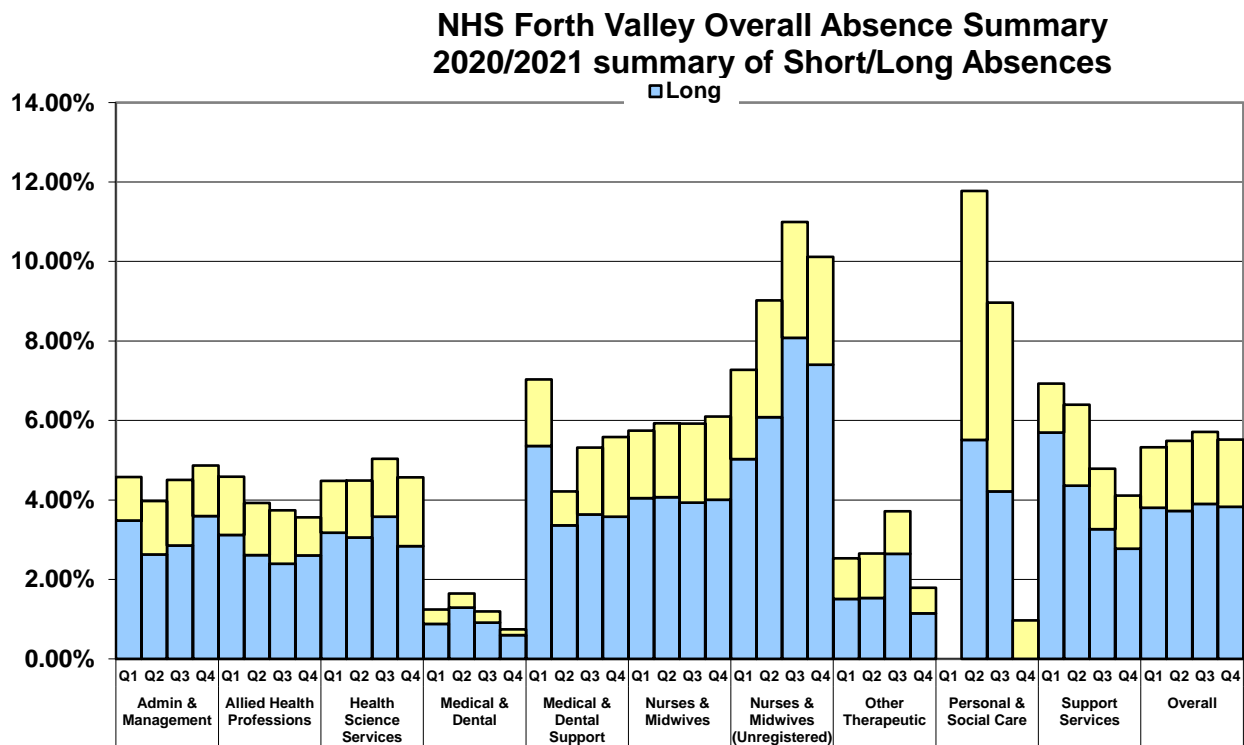


Chart 3

Chart 3 compares the levels of long term and short term sickness absences over Quarter 4 of 2020/21. There is no clear pattern to the make-up of sickness absence among the job families with **69.44%** of all absence (on average) being long term for Quarter 4 as a whole and **69.27%** of all absence being long term for the year as a whole.

Of the Job Families with any long term sickness only Medical & Dental Support (**63.98%**), Other Therapeutic (**63.83%**) and Healthcare Sciences (**62.00%**) had less than 65% of all absences (on average) accounted for by long term sickness over Quarter 4 as a whole while only Other Therapeutic (**63.08%**) had less than 65% of all absences accounted for by long term sickness over the year as a whole.

SSTS is fully rolled out across NHS Forth Valley, except for a small handful of staff whose terms and conditions of service do not fit the system's base rules and who cannot currently be input into the system. Table 1 shows the top 10 reasons for sickness absence in NHS Forth Valley overall during Quarter 4 of 2020/21 and Table 1a compares the relative sickness absence due to Anxiety/Stress/Depression/Other Psychiatric Illness with the grouped categories related to musculo-skeletal type conditions and infection type conditions during the same time period while Tables 1b and 1c show the same information for the year as a whole.

NHS Forth Valley Overall Top 10 Reasons for Absence During Quarter 4

Absence Reason Description	% of Hours Lost Q3	% of Hours Lost Q4	Rank
Anxiety/Stress/Depression/Other Psychiatric Illness	35.29%	34.41%	1
Other Musculoskeletal Problems	12.03%	10.75%	2
Injury/Fracture	5.55%	7.17%	3
Gastro-Intestinal Problems	6.69%	6.59%	4
Back Problems	6.78%	6.29%	5
Other Known Causes Not Elsewhere Classified	6.68%	5.78%	6
Chest & Respiratory Problems	3.72%	3.93%	7
Benign & Malignant Tumours/Cancers	2.59%	3.73%	8
Pregnancy Related Disorders	1.73%	2.86%	9
Ear/Nose/Throat	2.34%	2.55%	10

Table 1

Absence Reason Description	% of Hours Lost Q3	% of Hours Lost Q4	Rank
Anxiety/Stress/Depression/Other Psychiatric Illness	35.29%	34.41%	1
Other Musculoskeletal, Injury/Fracture & Back Problems	24.36%	24.20%	2
Gastro-Intestinal, Cough/Cold/Flu & Chest & Respiratory Problems	12.51%	12.32%	3

Table 1a

NHS Forth Valley Overall Top 10 Reasons for Absence During Quarter 4

Absence Reason Description	% of Hours Lost 2020/21	Rank
Anxiety/Stress/Depression/Other Psychiatric Illness	34.55%	1
Other Musculoskeletal Problems	11.59%	2
Gastro-Intestinal Problems	7.01%	3
Back Problems	6.71%	4
Injury/Fracture	6.46%	5
Other Known Causes Not Elsewhere Classified	5.41%	6
Chest & Respiratory Problems	4.05%	7
Benign & Malignant Tumours/Cancers	2.76%	8
Unknown causes/Not Specified	2.71%	9
Genitourinary & Gynaecological Disorders	2.62%	10

Table 1b

Absence Reason Description	% of Hours Lost 2020/21	Rank
Anxiety/Stress/Depression/Other Psychiatric Illness	34.55%	1
Other Musculoskeletal, Injury/Fracture & Back Problems	24.75%	2
Gastro-Intestinal, Cough/Cold/Flu & Chest & Respiratory Problems	13.16%	3

Table 1c

Although “Anxiety/Stress/Depression/Other Psychiatric Illness was the top single reason for absence over Quarter 4 in NHS Forth Valley overall, collectively “Back Problems”, “Injury Fracture” and “Other Musculoskeletal Problems” accounted for 24.20% of all recorded reasons for absence during Quarter 4 2020/21 20 (and for 24.75% of all recorded reasons for absence during the year 2020/21). Similarly “Gastro-intestinal Problems”, “Cough/Cold/Flu” and “Chest & Respiratory problems” collectively accounted for a further 12.32% of all recorded reasons for absence during Quarter 4 2020/21 20 (and for 13.16% of all recorded reasons for absence during the year 2020/21).

Summary of Sickness Absence Information

Overall in Quarter 4 2020/21 NHS Forth Valley breached the target trajectory for sickness absence on both a point in time and rolling average basis. The high levels of absence within the Nursing and Midwifery and Support Services categories continue to have a significant impact on the overall rate, and this is particularly noticeable in levels of long term sickness absence compared to other staff groups.

There are key challenges in terms of sickness absence management that require to be addressed in order that NHS Forth Valley can achieve or better the performance trajectory.

NHS Forth Valley workforce composition & distribution

During the final quarter of 2020/21 there was an average total of 6603 (5570.25 WTE) staff working within NHS Forth Valley, an increase in average headcount of 22 and an increase of 24.52 average WTE compared to Quarter 3 of 2020/21. No Job Families except for Admin Services & Managers (+17, +17.76 WTE), Nursing & Midwifery (-15, -17.75 WTE) and Unregistered Nurses (+9, +11.33 WTE) had a change in average headcount of more than 4 or a change in average WTE of more than 4.60 WTE (up or down). For reporting purposes these have been allocated to the following job families

- Admin Services & Managers – 1151 (989.16 WTE)
- Allied Health Professions – 626 (500.14 WTE)
- Healthcare Sciences– 245 (210.58 WTE)
- Medical & Dental – 442 (361.83 WTE)
- Medical & Dental Support – 101 (75.68 WTE)
- Nursing & Midwifery – 2399 (2128.03 WTE)
- Nursing & Midwifery (Unregistered) – 986 (832.07 WTE)
- Other Therapeutic – 298 (244.80 WTE)
- Personal & Social Care – 8 (6.77 WTE)
- Support Services – 347 (220.56 WTE)

NHS Forth Valley Workforce Distribution by Job Family – Quarter 4 2020/21

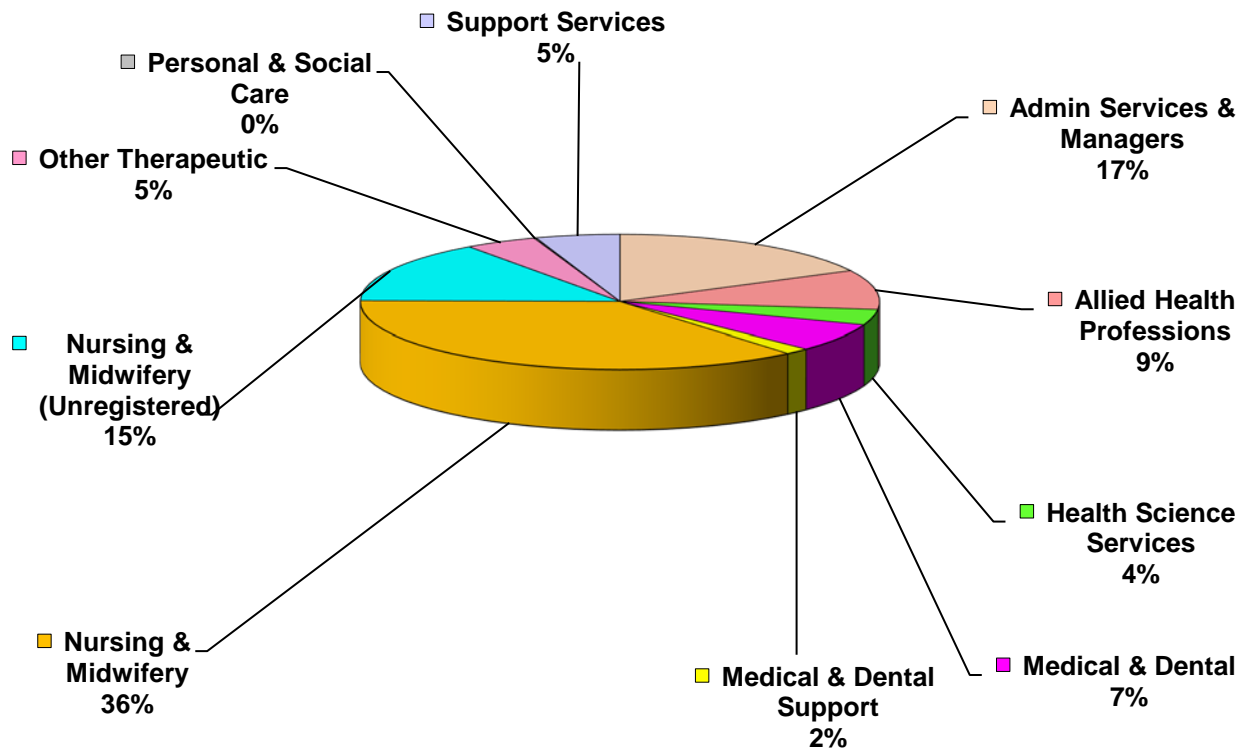


Chart 4

Chart 4 identifies the relative proportion of staff within each Job Family

NHS Forth Valley In-Post Part-time/Full-time Contract Distribution by Job Family – Quarter 4 2020/21

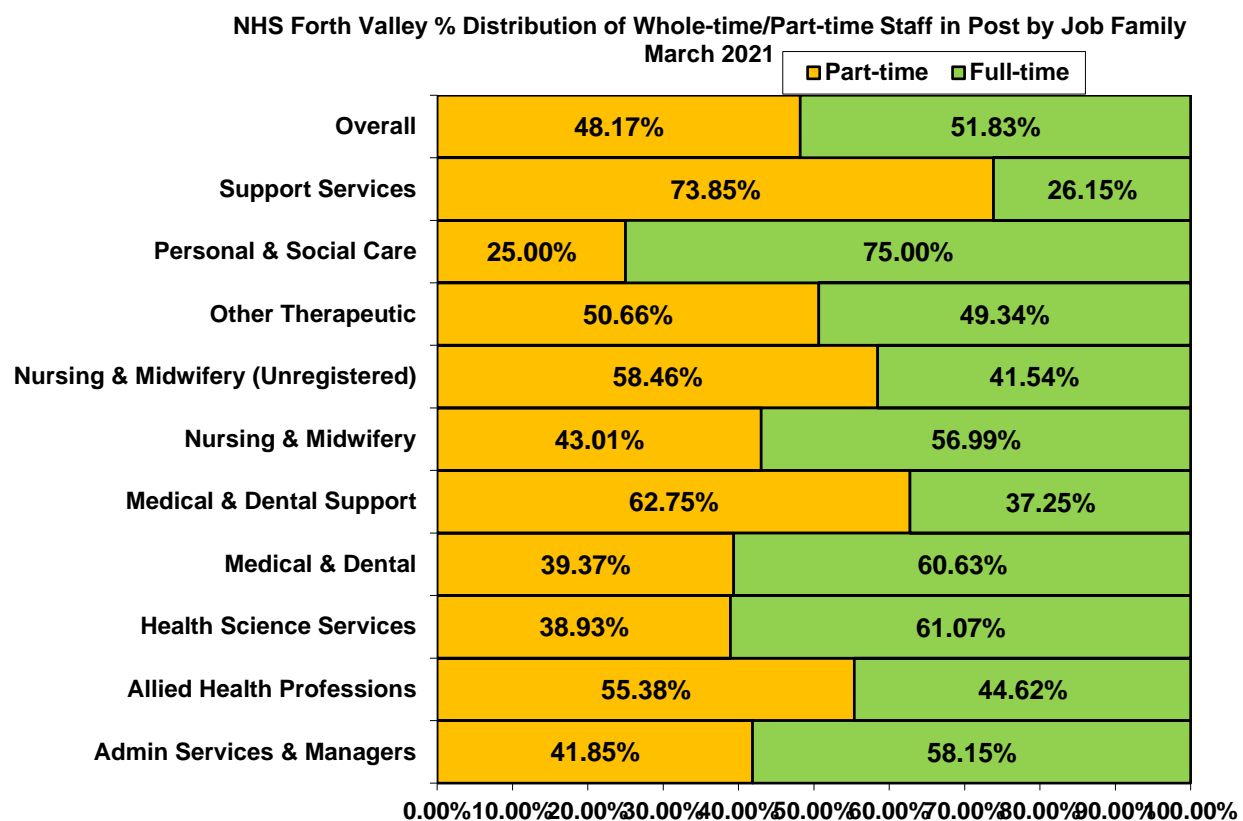


Chart 5

Chart 5 identifies the distribution of part-time and full-time staff within each staff group. The highest percentages of part-time staff are in the Support Services, Medical and Dental Support, Unregistered Nurses, Allied Health Professions and Other Therapeutic staff groups.

Again, the change in organizational reporting structure during the quarter means that no information by service can be provided

NHS Forth Valley turnover

Overall turnover for Quarter 4 2020/21 is 2.20% (a decrease of 0.48% on Quarter 3 of 2020/21).

	NHSFV Overall
Admin Services & Managers	2.52%
Allied Health Professions	2.40%
Health Science Services	2.45%
Medical & Dental	3.17%
Medical & Dental Support	0.99%
Nursing & Midwifery	2.83%
Nursing & Midwifery (Unregistered)	2.64%
Other Therapeutic	4.03%
Personal & Social Care	0.00%
Support Services	1.73%
Overall	2.68%

Table 2

Chart 6 indicates that Nursing & Midwifery (68), Admin Services & Managers (29), Unregistered Nurses (26), Allied Health Professions (15), Medical & Dental staff (14) and Other Therapeutic staff (12) saw the greatest number of leavers from NHS Forth Valley in Quarter 4 but, this is not an unusual pattern in any of these groups.

NHS Forth Valley Leavers by Job Family January - March 2021

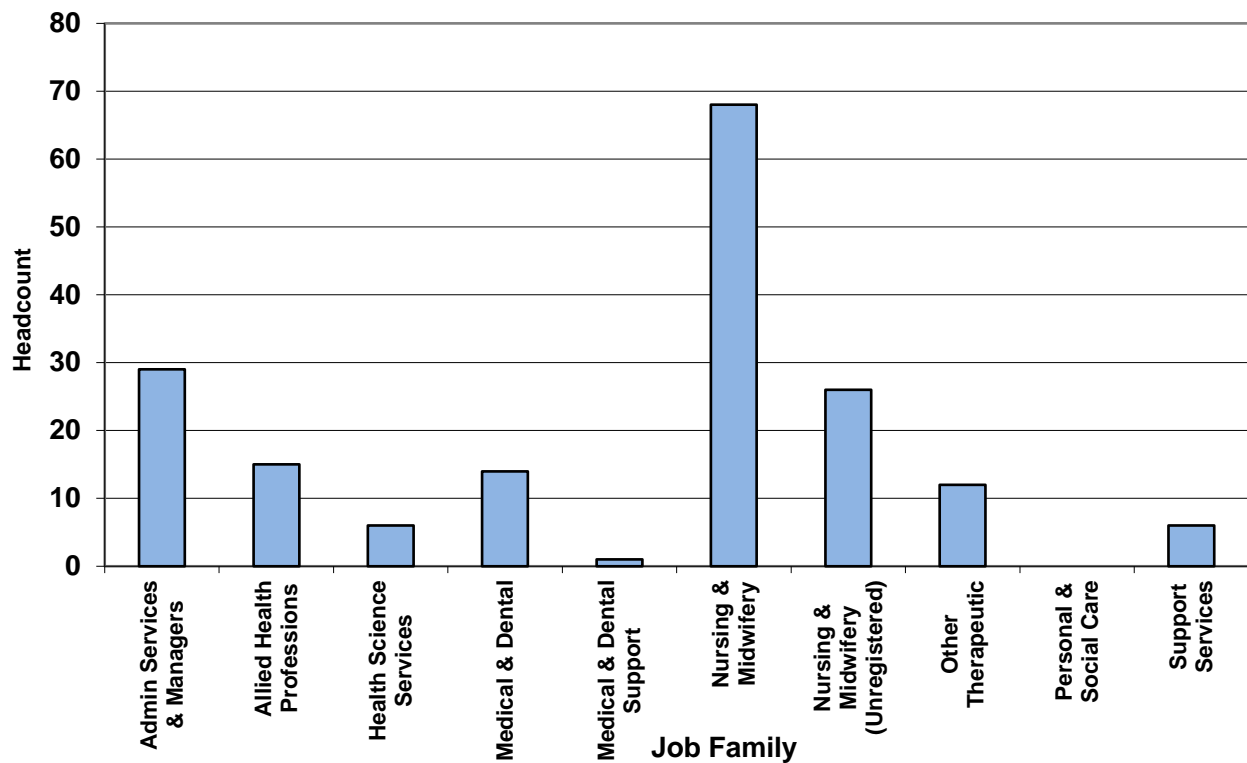


Chart 6

NHS Forth Valley Age Distribution of Leavers January - March 2021

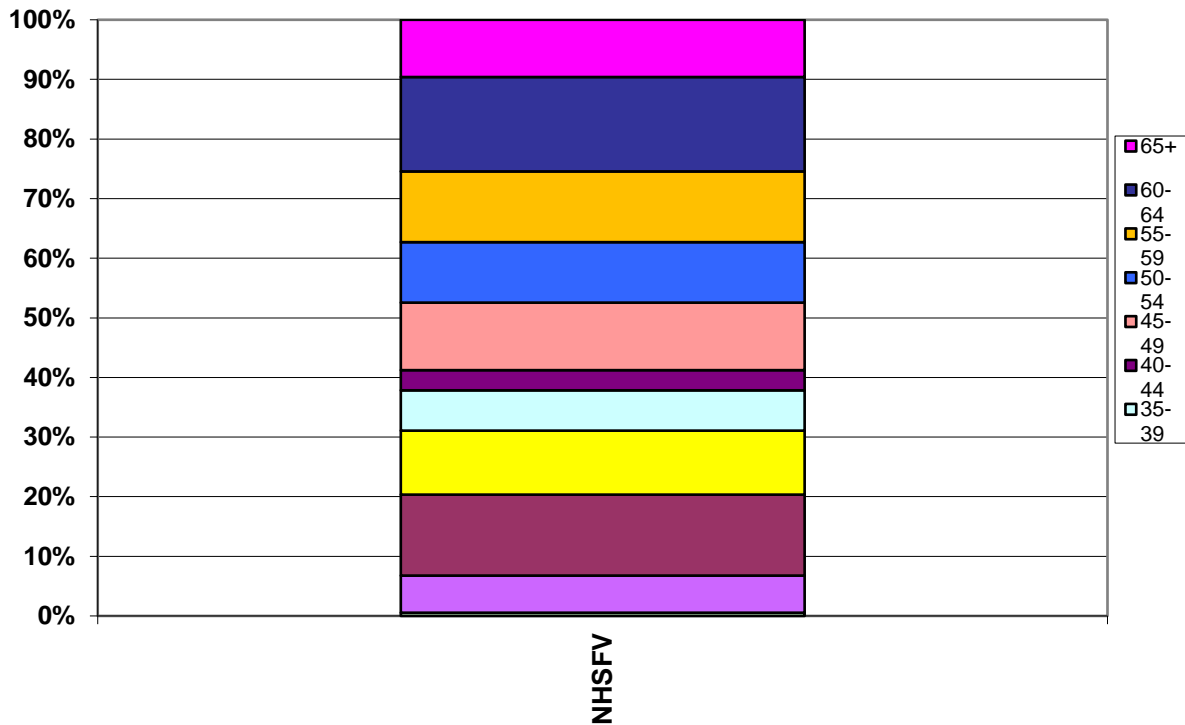


Chart 7

Chart 7 represents the leavers from NHS Forth Valley within each age bracket by Service. Numbers of leavers were lower in the under 45 age bracket (41.24%) than those aged 45+ with 25.42% of leavers aged 60+ (and 37.29% aged 55+). However as previously indicated the majority of leavers are within the administrative, medical and nursing fields that traditionally see movement as junior members of staff seek promotional or career development opportunities in other areas.

NHS Forth Valley Reasons for Leaving

Table 9 identifies the reason given for leaving the organisation. The top three most frequently given reasons for leaving were "New Employment with NHS Scotland", "Retirement - Age" and "Voluntary Resignation - Other". Table 10 indicates the destination of leavers from NHS Forth Valley. The most frequently recorded destinations were "Retired", "NHS Scotland" and, "No Employment". This may be a result of Managers seeking assistance on completing the information in eESS. However, it may not be possible to eliminate the use of the "Other" and "Other/Declined" categories completely if leavers are reluctant to tell the organisation this information or else suggests that further work still needs to be done on exit interviews to collect the information.

ALL NHSFV LEAVERS JANUARY - MARCH 2021

Reason for Leaving Description	Headcount	Rank
Death In Service	<=5	
Dismissal Capability	<=5	
End of Fixed Term Contract	<=5	
Ill Health	<=5	
New employment with NHS outwith Scotland	<=5	
New employment with NHS Scotland	58	1
Other	13	4
Retirement - age	43	2
Retirement Other	11	5
Vol. resignation - Other	35	3
Total	177	

Numbers <=5 not shown as personally identifiable

Table 9

ALL NHSFV LEAVERS JANUARY - MARCH 2021

Leaving Destination	Total	Rank
Abroad non-EEA country	<=5	
Died	<=5	
Further Education/Training	<=5	
NHS Rest of UK	<=5	
NHS Scotland	58	1
No Employment	20	3
Other Private Sector	6	5
Other Public Sector	<=5	
Other/declined	17	4
Retired	55	2
Self employed	<=5	
Social Care Stat.Organisation	<=5	
Social Care Vol/Priv.Org.	<=5	
TOTAL	177	

Numbers <=5 not shown as personally identifiable

Table 10

Conclusion

The workforce information presented above indicates a stable situation with largely planned changes in workforce composition however there are key challenges in terms of sickness absence management that require to be addressed in order that NHS Forth Valley can continue to achieve or better the NHS Forth Valley performance trajectory.

Recommendation

The Area Partnership Forum is asked to note the content of this report and to comment on the suggestions for further information which could be provided in future reports.

The Workforce information report will be produced on a quarterly basis with the next report covering the period from 1 April to 30 June 2021.

Reviewed by

Name	Designation	Signature
Elaine Bell	Associate Director of HR	

Approved by

Name	Designation	Signature
Linda Donaldson	Director of Human Resources	