



Wrightington, Wigan and Leigh Teaching Hospitals

NHS Foundation Trust

Information Governance Department

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WN1 1XX

Email: foi@wwl.nhs.uk

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Ref: FOI/2022/8556

Date Received: 21st December 2022

Response Due: 23rd January 2023

Date: 20th January 2023

Dear Sir/Madam

You asked:

Please consider this as a Freedom of Information request.

The purpose of this request is to identify health authority policies for dealing with alcohol and other substance use in employees of the authority who are registered healthcare professionals with the aim of understanding whether authorities have distinct policies or whether it is dealt with under existing wider policy.

With this in mind please could you answer all of the following questions and supply the requested information and documentation:

- 1. Does your authority have a distinct policy covering alcohol and/or other substance use by employees of the authority? If so, on what date was this policy implemented? What policy did this supersede? Please provide a copy of your current alcohol and substance use policy.**

The Trust does have a distinct policy and procedure covering alcohol and substance misuse by employees and it pertains to all employees of the Trust including registered healthcare professionals. Please find policy attached.

- 2. Does your authority's current occupational health policy include sections or subsections which cover the use of alcohol and/or other substances by employees of your authority who are registered healthcare professionals, including but not limited to alcohol and/or substance addiction and/or impairment at work due to substance use? If so, on what date was this policy implemented? Please provide a copy of your current occupational health policy**

We don't have an overarching Occupational policy or any Occupational Health policy regarding the use of alcohol and/or other substances.

- 3. What policy within your authority covers performance management issues related to alcohol and substances within the workplace, including but not limited to impairment at work due to alcohol or substance use, and/or criminal activity either during or outside of work hours related**

to alcohol and substance use? On what date was this policy implemented? Please provide a copy of the current policy in which this information is included.

Our Alcohol and Substance Misuse Management policy covers performance management in this respect and refers to the use of the Trust Disciplinary policy where conduct issues are considered to be associated with alcohol and/or substance misuse. These policies/procedures are attached.

4. If there is a concern regarding a registered healthcare professional employee's alcohol or substance use, please outline the process applied within your authority for dealing with the issue, with reference to pathways for the employee concerned, and who has responsibility for decision making for any given pathway the employee is placed upon, and how decisions are made as to how the pathways are implemented.

Please see the attached policies/procedures.

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 28 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Tracy Boustead
Acting Chief People Officer

PLEASE NOTE:

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire, SK9 5AF

Helpline number: 0303 123 111