

Please contact: Access to Information
Team
Email: MLCSU.FOITeam@nhs.net
Direct tel: 01782 916875

2 January 2024

Re: Your request for information under the Freedom of Information Act 2000
Ref no: FOI-3657-LSC

Thank you for your request dated 14 November 2023.

We can confirm that the ICB does hold all of the information you requested.

Please find our response to your questions below:

Q1	<p>Your Question:</p> <p><i>I am writing to you under the Freedom of Information Act 2000 to request specific information regarding the structure and staffing of the Clinical Commissioning Group (CCG) services provided by NHS Lancashire and South Cumbria ICB. Our request relates to various departments within the CCG, including the Continuing Healthcare (CHC) team, Personal Health Budget (PHB) team, Individualized Funding Care staff, and Safeguarding team.</i></p> <p>We kindly request the following information:</p> <p>For the CHC Team:</p> <p>a. The total number of staff in the CHC team.</p>
	<p>Our Response:</p> <p>Total number of staff within CHC – 199</p>

Q2	<p>Your Question:</p> <p>A breakdown of the CHC team staff, including the number of clinical staff, managers, administrative staff, and invoice validation staff.</p> <hr/> <p>Our Response:</p> <p>Clinical/Operational Staff – 110</p> <p>Managers – 21</p> <p>Admin staff - 68</p>
Q3	<p>Your Question:</p> <p>The name of the head of service for the CHC team, along with their contact details (email and phone number).</p> <hr/> <p>Our Response:</p> <p>Mara Santos mara.santos@nhs.net Paul Whittle paul.whittle3@nhs.net</p>
Q4	<p>Your Question:</p> <p>The name and contact details (email and phone number) of the administrative staff responsible for CHC services.</p> <hr/> <p>Our Response:</p> <p>Carrie Tomlinson Senior Business Manager responsible for admin staff – Carrie.tomlinson@nhs.net</p>
Q5	<p>Your Question:</p> <p>For the Personal Health Budget (PHB) Team: The total number of staff in the PHB team.</p> <hr/> <p>Our Response:</p> <p>We are currently developing our PHB offer with an option appraisal being reviewed.</p>
Q6	<p>Your Question:</p> <p>The name of the head of service for the PHB team, along with their contact details (email and phone number).</p> <hr/> <p>Our Response:</p> <p>As per question 5.</p>

Q7	<p>Your Question:</p> <p>The name and contact details (email and phone number) of the administrative staff responsible for PHB services.</p> <hr/> <p>Our Response:</p> <p>As per question 5.</p>
Q8	<p>Your Question:</p> <p>For Individualized Funding Care Staff:</p> <p>The total number of staff involved in providing individualized funding care.</p> <hr/> <p>Our Response:</p> <p>There are 28 members of staff within the IFR Service which include:-</p> <ul style="list-style-type: none"> ○ Administrators ○ Support Officers ○ Case Managers ○ Data Team ○ Senior Managers ○ Clinicians ○ Public Health <p>Please note that IFR Team support a number of ICB's and work flexibly to include full and part-time working.</p>
Q9	<p>Your Question:</p> <p>For the Safeguarding Team:</p> <p>The total number of staff in the Safeguarding team.</p> <p>Additionally, we would like to request information regarding the finance staff responsible for overseeing the management of CHC, Children and Young People (CYP) services, and PHB.</p> <hr/> <p>Our Response:</p> <p>The ICB directly employs:</p> <ul style="list-style-type: none"> • 7 non-clinical • 32 clinical • 4 Named GPs delivering sessional services. • 1 Designate Doctor delivering a sessional service • The ICB also has sessional support from a range of Designate Doctors which are not directly employed. <p>Please note that not all staff are full time.</p>

Q10	<p>Your Question:</p> <p>For the Finance Staff:</p> <p>The name of the finance staff responsible for overseeing CHC.</p> <hr/> <p>Our Response:</p> <p>Tracey Hebblethwaite, Senior Finance Manager, Out of Hospital</p> <p>traceyhebblethwaite@nhs.net</p>
Q11	<p>Your Question:</p> <p>The name of the finance staff responsible for overseeing CYP services.</p> <hr/> <p>Our Response:</p> <p>As per question 10.</p>
Q12	<p>Your Question:</p> <p>The name of the finance staff responsible for overseeing PHB.</p> <hr/> <p>Our Response:</p> <p>As per question 10.</p>

Right of Appeal

Should you require any further information or clarification regarding this response please do not hesitate to contact us. If you are dissatisfied with the response, you are entitled to request an internal review which should be formally requested in writing and must be within 40 working days from the date this response was issued.

To request an internal review

You can request this by contacting the FOI team by email at MLCSU.FOITeam@nhs.net or by post to Leyland House, Lancashire Business Park, Leyland, PR26 6TR, specifying why you require a review.

If you are not content with the outcome of your internal review, you may apply directly to the Information Commissioner's Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the CCGs FOI complaints procedure. The ICO can be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
www.ico.gov.uk

Yours sincerely

**On behalf of Kevin Lavery
 ICB Chief Executive**