NHS Tayside has now considered your request dated 11 July 2019.

Extract from Request

“I am researching what support Trusts and Health Boards across the UK provide to employees who are experiencing domestic abuse. I am writing to you under the Freedom of Information Act 2000 to request the following information about your Trust/Health Board:

1. Do you have a domestic abuse policy or something equivalent that applies to employees experiencing domestic abuse? If so, please provide a copy of the applicable policy.
2. Do you have other policy/policies which provide for support for employees experiencing domestic abuse (for example, as part of a leave policy)? If so, please provide a copy/copies of the relevant policy/policies.
3. Please inform us when each of the policies caught by the above questions (‘the relevant policies’) were first created and, if applicable, subsequently reviewed and updated?
4. Do you have a dedicated point of contact staff member who is trained to provide information and support to employees experiencing domestic abuse? When was that role created and first made active?
5. How are HR staff and managers made aware of the existence of the relevant policies?
6. How are general staff made aware of the existence of the relevant policies?”

Response

1. NHS Tayside has a Gender Based Violence Policy. This can be accessed online using the following link:

   NHS Tayside Human Resources Gender Based Violence Employee Policy


   Gender Based Violence Scottish Government Circular CEL 41 (2008)


The following NHS Tayside policies can be accessed using this link:


- Drug and Other Substance Misuse Policy and Procedures
- Dealing Positively with Stress at Work
- Employee Conduct Policy
• Embracing Equality, Diversity and Human Rights Policy
• Flexi-Time Policy
• Grievance Policy
• Induction Policy
• Lone Workers Policy
• Preventing and Dealing with Bullying and Harassment Policy
• Promoting Attendance at Work Policy
• Special Leave Policy
• Whistleblowing Policy

3. Information relating to policy creation and review dates:

The Gender Based Violence Policy was originally entitled Workplace Policy on Domestic Abuse and was created in 2008. It was last updated in February 2017 and is due for review in August 2020. A list of all updates can be found in the policy document.

The Alcohol, Drugs and Other Substance Abuse Policy and Procedures were created in June 2003. It was last updated in January 2018.

The Dealing Positively with Stress at Work Policy was created prior to 2011. It was last updated in October 2018.

The Employee Conduct Policy was previously called the Disciplinary Policy and was changed to its new title in July 2010. It was last updated in February 2016.

The Embracing Equality, Diversity and Human Rights Policy was formerly the Equal Opportunities Policy. It was in existence prior to July 2011.

The Flexi-Time Policy was in existence prior to July 2011, was last updated in March 2017.

The Grievance Policy was in existence prior to July 2011, was last updated in March 2017.

The Induction Policy was in existence prior to July 2011, was last updated in July 2016.

The Lone Workers Policy was in existence prior to July 2011, was last updated in March 2017.

The Preventing and Dealing with Bullying and Harassment Policy was originally entitled the Dignity at work Policy which was updated April 2014.
The Promoting Attendance at Work Policy was created in May 2009. It was last updated in April 2018.

The Special Leave Policy was created in February 2017.

The Whistleblowing Policy was created in May 2010. It was last reviewed in October 2018.

4. There are a range of contacts that staff can speak to in relation to Gender Based Violence. This is outlined within Section 7 of the Gender Based Violence Policy.

5. Updates to policies are communicated to all staff via an email message. HR staff and Managers can then access relevant policies on NHS Tayside’s intranet page (Staffnet). NHS Tayside also has a Gender Based Violence Working Group and delegates to this group have a responsibility to make staff aware of policy updates and specific initiatives relating to work being conducted within NHS Tayside relating to Gender Based Violence.

6. See response to Question 5.


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<th>Document Ref.</th>
<th>FOISA Exemption Applied</th>
<th>Justification</th>
</tr>
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<tr>
<td>IGTFOISA6510</td>
<td>None</td>
<td>None</td>
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</table>
Under section 20 (1) of the Act, if you are dissatisfied with the way NHS Tayside has dealt with your request, you have a right to request a review of our actions and decisions in relation to your request, and you have a right to appeal to the Scottish Information Commission.

A request for an internal review must be made in writing no later than forty working days from receipt of this response and sent to:

Head of Information Governance
Maryfield House (South)
30 Mains Loans
Dundee
DD4 7BT

Or by email to informationgovernance.tayside@nhs.net

If you are not content with the outcome of the internal review, you have the right to apply directly to the Scottish Information Commissioner for a decision. The Scottish Information Commissioner can be contacted at:

Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews, Fife
KY16 9DS

Or via the online appeal service: www.itstopublicknowledge.info/Appeal

If you have any queries about this correspondence, please contact:

Information Governance Team
Maryfield House
30 Mains Loan
Dundee
DD4 7BT

Telephone - 01382 424413
E-mail: informationgovernance.tayside@nhs.net

Information Governance
NHS Tayside
06 August 2019