

26 March 2014

Our Ref: FOI 2014/075

Following your request for information under Freedom of Information Act 2000 which we received on 10<sup>th</sup> February 2014, we are providing you information as held by Chelsea and Westminster Hospital NHS Foundation Trust.

In your query, you requested a structure for the HR department

In response to your query, Please find the following HR structure.

**HR structure February 2014 (all positions)**

Each box shows which posts report to that with the black background.

<b>Director of HR &amp; Organisational Development</b>
Deputy Director of H.R.
HR Business Partner Area 1
HR Business Partner Area 2
HR Business Partner Area 3
PA to the Director of Human Resources

<b>Deputy Director of H.R.</b>
Corporate HR Manager
Employee Benefits Manager
Equality & Diversity Manager
PA to Deputy Director of HR
Recruitment Advisor (Projects)
Recruitment/Pre-employment Manager
Temporary Staffing Manager
Workforce & ESR Manager

<b>HR Business Partner Area 1</b>
HR Advisor Area 1
Senior HR Advisor Area 1

<b>HR Business Partner Area 2</b>
HR Advisor Area 2
Senior HR Advisor Area 2

<b>HR Business Partner Area 3</b>
HR Advisor Area 3
Senior HR Advisor Area 3

<b>HR Advisor Area 1</b>
HR Co-ordinator

**HR Advisor Area 2**

HR Co-ordinator

**Recruitment/Pre-employment Manager**

HR Rec Assistant - CSS/Corporate

Recruitment Assistant x2

Recruitment Co-ordinator x3

**Temporary Staffing Manager**

Bank Nursing Recruitment Advisor

Bank Payroll &amp; Information Assistant

Staff Bank Bookings Co-ordinator

Staffbank Booking Co-ordinator x2

Staff bank Information Analyst

Staff bank Receptionist/Administrator

Staff bank Recruitment Administrator

**Workforce & ESR Manager**

ESR Compliance Administrator

Medical Appraisal and Revalidation Officer

Senior Workforce Information Analyst

Staff Engagement Analyst

Workforce Information Analyst

We trust the above information is satisfactory to you.

If you are not happy with the way in which your request has been dealt with or are dissatisfied with this response and wish to appeal, please write to Information Governance Manager at [information.governance@chelwest.nhs.uk](mailto:information.governance@chelwest.nhs.uk) . Your complaint will be dealt with through our internal review process.

If you are still not satisfied following the Internal Review, you have a right to complaint to the Information Commissioner's Office. He can be contacted at [casework@ico.org.uk](mailto:casework@ico.org.uk).

**Re-use of Public Sector Information**

*All information supplied by the Trust in answering a request for information under the Freedom of Information Act 2000 will be subject to the terms of the Re-use of Public Sector Information Regulations 2005, Statutory Instrument 2005 No.1515 which came into force on 1st July 2005.*

*Under the terms of the Regulations, the Trust will license the re-use of any or all information supplied if being used in a form and for a purpose other than which it was originally supplied. However, The Trust reserves the right, in certain circumstances, to charge a fee for the re-use of some information which it deems to be of commercial value.*

Yours sincerely

**Aung Tun**

**Information Governance Analyst**