

**021/25b GoSW Annual  
Report Appendices 1-3**

**Appendix 1: Exception Reporting**

In the annual period, a total of 92 exception reports were raised.

<b>Exception Reports (ER) – Quarter 2</b>	
<b>Total number of exception reports received</b>	<b>92</b>
Number relating to immediate patient safety issues	2
Number relating to hours of working	60
Number relating to pattern of work	18
Number relating to educational opportunities	4
Number relating to service support available to the doctor	8

The table below shows the number of exception reports carried over, raised, closed and outstanding for the annual period.

<b>Exception reports by department</b>				
Specialty	No. exceptions carried over from last annual report	No. exceptions raised	No. exceptions closed	No. exceptions outstanding
General Medicine	9	18	27	0
Obs & Gynae	0	6	5	1
General Surgery	1	15	16	0
Accident and Emergency	0	1	1	0
Oral & Max Fax	0	8	8	0
Urology	0	13	7	6
Vascular Surgery	0	0	0	0
Gastroenterology	0	0	0	0
T&O	2	7	9	0
Cardiology	0	1	1	0
Medical Oncology	0	2	2	0
Ophthalmology	0	4	4	0
ENT	0	5	5	0
Paediatrics	0	9	9	0
Renal Medicine	0	3	3	0
<b>Total</b>	<b>12</b>	<b>92</b>	<b>97</b>	<b>7</b>

The below table provides a breakdown of the number of exception reports divided by medical grades for the annual period.

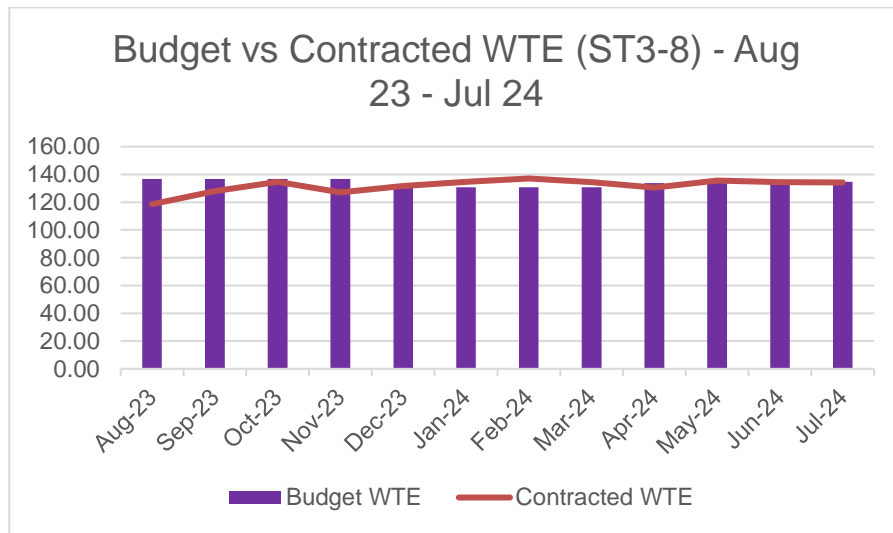
<b>Exception reports by grade</b>				
Specialty	No. exceptions carried over from last report	No. exceptions raised	No. exceptions closed	No. exceptions outstanding
FY1	4	24	28	0
FY2	5	22	27	0
CT1-2 / ST1-2	0	23	22	1
CT3+ / ST3+	3	23	20	6
<b>Total</b>	<b>12</b>	<b>92</b>	<b>97</b>	<b>7</b>

## Appendix 2: Vacancies for Resident and Locally Employed Doctors

The table below summarises the budgeted, contracted and vacancy WTE for the grade range ST3-8. A vacancy % of budget is also indicated.

ST3-8	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24
Budget WTE	136.70	136.70	136.70	136.70	130.70	130.70	130.70	130.70	133.72	133.96	134.20	134.68
Contracted WTE	118.56	127.94	134.66	127.03	131.61	134.69	137.08	134.52	130.49	135.66	134.35	134.19
Vacancy WTE	18.14	8.76	2.04	9.67	-0.91	-3.99	-6.38	-3.82	3.23	-1.70	-0.15	0.49
Vacancy % of budget	13.3%	6.4%	1.5%	7.1%	-0.7%	-3.1%	-4.9%	-2.9%	2.4%	-1.3%	-0.1%	0.4%

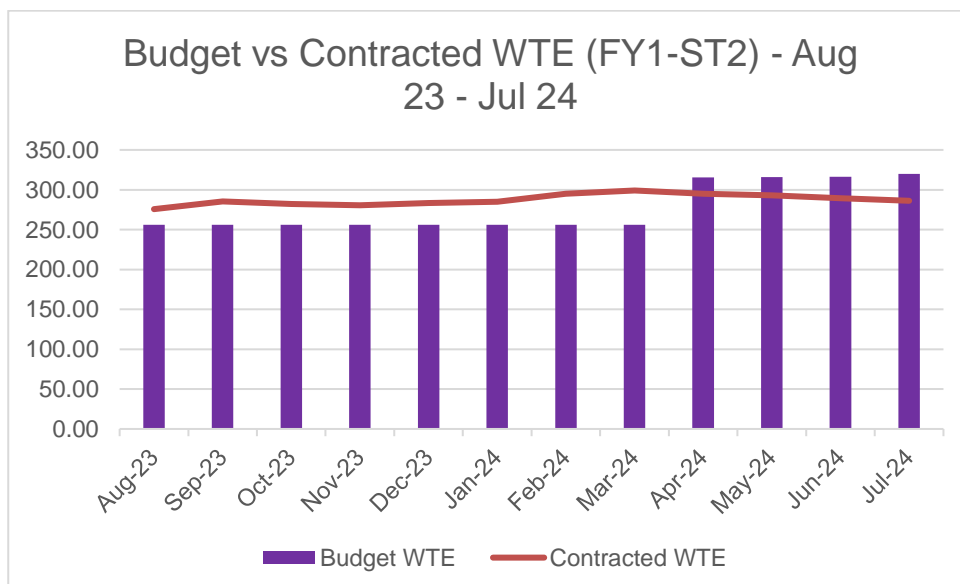
Graph showing budget vs contracted WTE (ST3-8) for the period August 2023 – July 2024.



The table below summarises the budgeted, contracted and vacancy WTE for the grade range FY1-ST2. A vacancy % of budget is also indicated.

FY1-ST2	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24
Budget WTE	256.18	256.18	256.18	256.18	256.18	256.18	256.18	256.18	315.33	315.76	316.18	320.04
Contracted WTE	275.72	285.50	282.19	280.45	283.20	285.12	295.17	299.10	295.21	293.14	289.60	286.05
Vacancy WTE	-19.54	-29.32	-26.01	-24.27	-27.02	-28.94	-38.99	-42.92	20.12	22.62	26.58	33.99
Vacancy % of budget	-7.6%	-11.4%	-10.2%	-9.5%	-10.5%	-11.3%	-15.2%	-16.8%	6.4%	7.2%	8.4%	10.6%

Graph showing budget vs contracted WTE (FY1-ST2) for the period August 2023 – July 2024.



## Appendix 3: Terms and Conditions 2016 Doctors in Training Schedule 6 Note 11

### Reporting

11. The guardian reports to the Board of the employer (and host organisation, if appropriate), directly or through a committee of the Board, as follows:

- a. The Board must receive a Guardian of Safe Working Report no less than once per quarter. This report shall also be provided to the JLNC, or equivalent. It will include data on all rota gaps on all shifts.
- b. A consolidated annual report on rota gaps and the plan for improvement to reduce these gaps shall be included in a statement in the Trust's Quality Account, which must be signed off by the trust chief executive. This report shall also be provided to the JLNC, or equivalent.
- c. Where the guardian has escalated a serious issue in line with paragraph 10(d) above and the issue remains unresolved, the guardian must submit an exceptional report to the next meeting of the Board.
- d. The Board is responsible for providing annual reports to external bodies as defined in these terms and conditions, including Health Education England (Local office), Care Quality Commission, General Medical Council and General Dental Council.