

#TEXTJaneParvin Senior Personnel Manager 10.01.02

#CODENC

Until October responsible for provision of service Fareham and Gosport and East. 14,000 staff 26 hours and 2 staff. **Code A** Admin. Local operation service. Central training department training and development. Personnel function. Planning. 10 years involvement with community hospitals. Report to Personnel Director. Divided Local Management. Division Management meeting. Monthly. Sickness in unit - advising rec. & ret. Ward managers work with.

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#CODEP1

Work force information divided reviews

Sickness info, turnover, vacancy levels, workforce, predictive planning, training and development.

#ENDCODE

#CODEB4

Work force information divided reviews

Sickness info, turnover, vacancy levels, workforce, predictive planning, training and development.

#ENDCODE

#CODENC

Workforce planning recruitment

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#CODED1

Predictive planning. Director Manager and ward manager. Standing item meeting agenda. Flagging up issues. Meeting to address issues. Action plan for recruitment. Philippines and Universities

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#CODED1

Local F and G recruitment group. Looking at longer term, links with schools and strategic work. School children - workforce confederation from grass roots level.

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#CODED1

1998 information - no particular recruitment issue - last 18 months concerns - had this level of information.

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#CODENC

Impact on the wards - elderly med 1st ward. IPS personnel and pay system - antiquated, can't get the information needed, relies on ward managers. Philipino elderly medicine - 2 lost out of 30, 34 / 10 in community hospitals.

Local advice and support, takes main responsibility for divisions and access other support. Training on personnel policies. Her lead is on sickness management policy.

Recruitment - retention, hard to retain. Establish why people are leaving. Practical, staff.

Exit interviews - locally training and development opportunity/ Skill unit opps for promotion etc.

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#CODEI2

F Grade level work on leadership course. Good thinking predictive.

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#CODED10

How involved front line staff- in action planning rec. and ret.

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#CODED10

Away days - all clinical managers and heads of departments. Ward areas have away

days. Dryad have don't it - engage ward. Workshops.

Medical staffing. Make sure staff trained in communication with patients and relatives. Team building. Co-working - information that wards provide get back to them. Info and sickness returns.

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#CODEB4

What does Philip Beed get back on his own ward. Predictions, sickness levels and individuals. Philip Beed not getting individual ward predictive information for each ward.

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#CODEB10

Most pressing issue in personnel team. Recruitment of Philipino nurses - 1st wave to elderly ward. Strategy for recruitment and retention - yes a trust strategy - means something to divided level.

#ENDCODE

#CODED1

Medical staffing - Christine Donohue - Peter King. Separate department, not split up. Centrally hosted by East Hants.

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#CODEB1

Perception with ward managers, now need more support than others. Would know by meeting with people and establish how managing problems and pick up data. Maureen meeting with ward managers.

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#CODENC

Direct contact - interviews, sickness etc - through her and junior staff day to day interface. Issues torn between division and HR department in Trust. <?> to devote to elderly medicine <?> insult <?> tension. Elderly med huge issue. Culture important and engage staff at all levels. Ward Management work

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#CODE A5

User and carer involvement - what who are the drivers. Barbara Johnson - older people services, Jane Wilkinson - Fiona, Eileen Tuchous.