

- To:
- ICB:
 - chief executives
 - chief operating officers
 - chairs
 - chief people officers / HR directors
 - Trust:
 - chief executives
 - chief operating officers
 - chief people officers / HR directors
 - directors of nursing
 - CSU Managing Directors

NHS England
Wellington House
133-155 Waterloo Road
London
SE1 8UG

9 December 2022

- cc.
- Regional:
 - directors
 - directors of nursing
 - heads of EPRR

Dear colleagues

RCN Industrial Action: workforce and rescheduling situation report (SitRep) data collections via Strategic Data Collection Service (SDCS)

In light of industrial action planned by the Royal College of Nursing (RCN) on the 15th and 20th December, NHS England will be conducting two SitRep data collections over the announced periods of action on the Strategic Data Collection Service (SDCS) data collection tool. These SitReps are:

- **An IA workforce SitRep (all Trusts and ICBs with confirmed industrial action)** - which will collect information from all organisations where staff have voted to take industrial action (note that this will vary for each period of action, but we will ensure that only affected organisations are included each time). This SitRep will collect numbers of staff taking part in the IA, and total numbers of staff due to work. The data will be collected a day in arrears (so where there is a single day of action the data will be collected the day after action, and where the action lasts more than one day the collection will be repeated to ensure we collect data for the full period of action).
- **An IA rescheduling SitRep (acute trusts with confirmed industrial action only)** - which will collect information from all organisations performing elective activity where staff have voted to take industrial action (again, we will ensure any organisations not involved in the action are not included in that collection). This will collect details of elective inpatient and outpatient activity that has had to be rescheduled. The data will be collected a day in arrears (so where there is a single day of action the data will be collected the day after action, and where the action lasts more than one day the collection will be repeated to ensure we collect data for the full period of action). The default position is that appointments and

operations should continue unless there is a clear patient safety reason to reschedule and reasonable alternatives have been explored. If it is deemed necessary to reschedule appointments, trusts should agree those that require rescheduling in advance with ICBs at least two days prior to strike action in order to allow trusts sufficient time to notify patients directly regarding the planned rescheduling of their appointment. Seeking to reschedule at shorter notice should only occur in exceptional circumstances and after reasonable alternatives have been explored; any activity planned to be rescheduled at shorter notice should be escalated via EPPR teams as part of on-the-day reporting.

Submission requirements

Both submissions will be made through the SDCS, and on any day that the collection is running we will open the collection at 09:00 and the deadline for submission will be 14:00 that day. **The template will be available to download from SDCS from 09:00 on the day the collection is run. Note that each period of action will have a new template and templates from previous periods will not upload.**

The data required for each submission is shown in the draft templates in Annexes A and B, and more detailed guidance notes will be shared with registered submitters prior to the first collection.

Note on Mental Health and Learning Disabilities & Autism / Community services activity impact – a separate collection in Excel format will be used to collect similar information on the cancellation of any non-urgent activity in Mental Health, Learning Disability and Community services. This will not use the SDCS and will instead be cascaded to Trusts via the National Operations Centre (NOC) to Regional Operations Centres (ROCs). It will also be collected a day in arrears (so where there is a single day of action the data will be collected the day after action, and where the action lasts more than one day the collection will be repeated to ensure we collect data for the full period of action).

Data collection submitters

We will create an initial submitters list for each organisation as per the table below:

Organisation type	Source of submitter list	Action required
NHS acute, Mental Health and community trusts	COVID daily sitrep submitters plus contacts provided as part of the preparedness for IA self-assessment checklist return	None – unless change is required – see below.
Ambulance Trusts	Ambulance System Indicators (AmbSYS) submitters	None – unless change is required – see below.
ICBs	Board Vacancies collection	None – unless change is required – see below.

NHS 111 providers	Weekly IUC ADC submitters	None – unless change is required – see below.
CSUs	List of submitters is needed	Please email england.industrialaction@nhs.net with email addresses of submitters for your organisation by 10 December

If you want to make changes to the submitter list for your organisation, then please contact emergency.collections@nhs.net.

Please also contact this email address if you have any issues in accessing the return for your organisation.

The Royal College of Nurses (RCN) have announced that the first days of action will take place over two 12-hour periods from 08:00 on 15 and 20 December. This means that we will be opening both the elective cancellation and workforce sitreps collections for organisations affected by the RCN action at **09:00 on 16 and 21 December and the deadline for submission will be 14:00 the same day.** Further communications will be sent to registered submitters of these affected organisations prior to the first period of action.

We write to you separately in relation to the announced Ambulance Service Industrial Action and proposed operational arrangements.

Many thanks for your cooperation and support in providing this information.

Yours sincerely,



Stephen Groves
 Director of NHS Resilience
 NHS England

Annex A – Workforce sitrep (final version will be circulated prior to days of action)

Occupation / group		Total number of staff absent from work as a result of IA (headcount) for period 8am 15 December to 8pm 15 December 2022	Total number of staff who should have been working (headcount) for period 8am 15 December to 8pm 15 December 2022
Allied Health Professionals / Healthcare			
1	Occupational Therapy	0	0
2	Physiotherapy		
3	Radiography		
4	Pharmacy		
5	Clinical Psychology		
6	Psychotherapy		
7	Operating Department Practitioner		
8	Other qualified Allied Health Professionals (e.g. dietetics, speech and language therapy)		
9	Support to Allied Health Professionals (e.g. support worker, therapy helper, therapy assistant or student)		
10	Other qualified Scientific and Technical or Healthcare Scientists (e.g. haematology, clinical)		
11	Support to healthcare scientists (e.g. technicians, assistants or students)		
12	Paramedic (deployed outside of ambulance service e.g. ED)		
Medical and Dental			
13	Medical / Dental - Consultant		
14	Medical / Dental - In Training (e.g. Foundation Y1 & Y2, STRs (incl FTSTAs & LATs), SHOs, SpRz / SpTs / GPRs)		
15	Medical / Dental - Other (e.g. Staff, Associate Specialist and Specialty (SAS))		
16	Salaried Primary Care Dentists		
Ambulance and PTS (operational)			
17	Emergency Care Practitioner		
18	Paramedic		
19	Emergency Care Assistant		
20	Ambulance Technician		
21	Ambulance Control Staff (e.g. call handler, dispatchers, PTS controllers)		
22	Patient Transport Service (e.g. ambulance drivers, support staff)		
Public Health			
23	Public Health / Health Improvement		
24	Commissioning		
25	Commissioning managers / support staff		
Nursing staff and Midwives			
26	Adult / General		
27	Mental health		
28	Learning disabilities		
29	Children and Young People		
30	Midwives		
31	Maternity Support Workers (NSC)		
32	Health Visitors		
33	District / Community		
35	Student Nurses		
36	Nurse Associates		
37	Trainee Nurse Associates		
38	Nursing auxiliary / Nursing assistant / Healthcare assistant (including Health / Clinical / Nursing Support Worker)		
Social Care			
39	Approved social workers / Social workers / Residential social workers		
40	Social care managers		
41	Social care support staff		

Annex B – Rescheduling sitrep

IA Elective Activity Reschedule Sitrep			
You can now upload your data			
<i>Inpatient</i>		<i>Outpatients</i>	
Provide the number of elective procedures that you are rescheduling as a result of industrial action (NB reschedules should be submitted against the date when the procedure was due to take place)		Provide the number of outpatient appointments that you are rescheduling as a result of industrial action (NB reschedules should be submitted against the date when the appointment was due to take place)	
	In patient	Day case	
12 December 2022			New (Exc 2 week waits)
13 December 2022			New 2 week waits
14 December 2022			Reviews
15 December 2022			
16 December 2022			
17 December 2022			
18 December 2022			