

To: • ICBs:

- chief executives
- chief operating officers
- chairs
- chief people officers/HR directors

• Trusts:

- chief executives
- chief operating officers
- chief people officers/HR directors
- medical directors
- CSU managing directors

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

07 March 2023

cc. • Regional:

- directors
- directors of nursing
- medical directors
- heads of EPRR

Dear Colleagues,

Industrial Action – 13-16 March 2023: Pre-action assurance, cancer services, rescheduled activity, and workforce situation report (SitRep) data collections.

This letter outlines the approach to pre-action assurance and to capturing workforce and activity impacts of industrial action by junior doctors [British Medical Association (BMA) and Hospital Consultants and Specialists Association (HCSA)], and by hospital dental trainees [British Dental Association (BDA)] from 06:59 on the 13 March to 06:59 on the 16 March.

It is important that all Trusts and ICBs submit data returns so we can fully understand the impacts. Chief Executives and Chief Operating Officers are asked to ensure that ALL Trusts and ICBs complete the data return in a timely manner.

Pre-action assurance

In our recent [Letter to integrated care boards and trusts regarding planning for industrial action by junior doctors \(PRN00279\)](#), we asked each Integrated Care System to coordinate an early self-assessment of the potential impacts of junior doctor strike action in their system, as well as impacts at ICB level.

As we move closer to the industrial action, NHS England is again requesting ICBs and Trusts to report confidence in their ability to provide critical services, using a modified version of the previously issued Excel template (attached for information).

Trusts and ICBs are asked to complete the template on the basis that no derogations are agreed with the BMA/HCSA to exempt services (beyond the stated commitments to recall staff in the event of mass casualty incidents) and to complete the template based on realistic local planning assumptions for the level of clinical cross-cover from consultants (senior doctors) and other clinicians.

We will use the updated information you provide to identify areas for escalation or further guidance, and to focus our support for systems.

The readiness template will be issued on the 7 March via the National Operations Centre (NOC) and Regional Operations Centre (ROC).

The deadline for return to the NOC is 12:00 on 9 March; regional teams will be in contact to agree local submission timescales.

Submission requirements for pre-action assurance

Pre-action readiness assurance documents will be cascaded via NOC and each ROC to NHS Trusts and ICBs.

Our expectation is that the returns are completed by Operational and/or EPRR leads in Trusts affected by the industrial action. Trusts are asked to complete the templates, and ICBs are asked to collate responses on behalf of their system, and also complete a return for their ICB itself as an affected organisation.

Regional Operations Centres are asked to collate and review returns, and to send the collated returns for their region, together with a summary to the NOC.

Workforce and rescheduled activity situation report (SitRep) data collections via Strategic Data Collection Service (SDCS) for industrial action on 13-15 March

NHS England will conduct two SitRep data collections via the Strategic Data Collection Service (SDCS) as follows:

- 1) Industrial Action workforce SitRep.** This will collect numbers of staff taking part in the industrial action, and total numbers of staff due to be at work. This data will be collected on 16 March. The collection will be open for all acute, community and mental health trusts, ambulance services, and ICBs. All organisations are requested to submit data, even if it is a nil return.
- 2) Industrial Action rescheduled activity SitRep.** This will collect information on activity that has been rescheduled because of industrial action. The collection will be open for all acute, community and mental health trusts.

These data collections will run on three occasions - on Wednesday 8 and Friday 10 March (to provide an initial internal estimates and aid in planning), and 16 March (to provide final figures for the impact of the industrial action).

The collection will request the figures of rescheduled activity for the seven-day period of 12 – 18 March inclusive.

Notes

Resubmissions will only be needed for the rescheduled collections on 10 and 16 March if the data has changed from the previous submission on Wednesday 8 March, and any new submission will overwrite the previous submission (e.g., if the first submission reported 100 rescheduled appointments, and then a further 2 were found to have been rescheduled after the original submission, then the revised submission would need to show 102 rescheduled appointments).

A schedule highlighting which data will be collected on each of the upcoming dates are included at **Annex A**.

Submission requirements

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 13:00 that day. **The template will be available to download from SDCS from 09:00 on the day the collection is running.**

Detail on the submitters list for each organisation is included at **Annex B**.

How we will use the information

Data from the collections prior to the industrial action will be used to understand the anticipated position of each Trust, inform local conversations, and help NHSE target regional support and follow-up - it will not be published. Highlights of the data collected on 16 March will confirm the summary position following the industrial action and will be published.

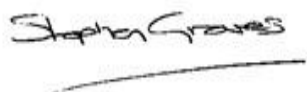
Guidance and support

Templates illustrating the data required for each submission are shown in **Annexes C-F**. More detailed guidance notes will be shared with registered submitters ahead of the first collection.

If you have any questions, please contact your regional team.

Many thanks for your continued cooperation and support in providing this information and ensuring a high return rate.

Yours sincerely,



Stephen Groves

Director of NHS Resilience
NHS England

Annex A - Schedule of data collections and assurance returns

Date	Return or collection	Method
Sunday	<i>No SDCS collections or assurance returns</i>	-
Monday 6 March	<i>No SDCS collections or assurance returns</i>	-
Tuesday 7 March	Pre-action assurance for BMA, HCSA, BDA action on 13-16 March - issued	Excel via NOC and ROCs
Wednesday 8 March	SDCS IA rescheduling sitrep for all Trusts (impacts of BMA, HCSA, BDA action on 13-16 March) for the seven-day period of 12 – 18 March inclusive	SDCS collection
Thursday 9 March	Pre-action assurance for BMA, HCSA, BDA action on 13-16 March - returned	Excel via NOC and ROCs
Friday 10 March	SDCS IA rescheduling sitrep for all Trusts (impacts of BMA, HCSA, BDA action on 13-16 March) for the seven-day period of 12 – 18 March inclusive.	SDCS collection
Saturday 11 March	<i>No SDCS collections or assurance returns – subject to change, if required</i>	-
Sunday 12 March	<i>No SDCS collections or assurance returns - subject to change, if required</i>	-
Monday 13 March	<i>No SDCS collections or assurance returns – BDA, HCSA, BMA action</i>	-
Tuesday 14 March	<i>No SDCS collections or assurance returns – BDA, HCSA, BMA action</i>	-
Wednesday 15 March	<i>No SDCS collections or assurance returns – BDA, HCSA, BMA action</i>	-
Thursday 16 March	SDCS IA workforce sitrep for BMA, HCSA, BDA action on 13-16 March	SDCS collection
	SDCS IA rescheduling sitrep for all Trusts (impacts of BMA, HCSA, BDA action on 13-16 March) for the seven-day period of 12 – 18 March inclusive.	SDCS collection

Annex B - Data collection submitters

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

Organisation type	Source of submitter list
NHS Acute Trusts	We will use the same submitters as for previous IA collections (where trusts haven't made workforce submissions before we will use submitters from the rescheduled collection)
NHS Ambulance Trusts	We will use the same submitters as for previous IA collections.
NHS Community and Mental Health Trusts	We will use the same submitters as for previous IA collections (where trusts haven't made workforce submissions before we will use submitters from the rescheduled collection)
Integrated Care Boards	Where we have submitters registered from previous workforce IA collections, we will use those, otherwise we will use submitters from the Board Vacancies collection

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.

Annex C – Workforce SitRep

Occupation / group	Total number of staff absent from work as a result of IA (headcount) for the period of action 13 March 2023	Total number of staff who should have been working (headcount) for the period of action 13 March 2023	Total number of staff absent from work as a result of IA (headcount) for the period of action 14 March 2023	Total number of staff who should have been working (headcount) for the period of action 14 March 2023	Total number of staff absent from work as a result of IA (headcount) for the period of action 15 March 2023	Total number of staff who should have been working (headcount) for the period of action 15 March 2023
Scientific, Therapeutic and Technical Staff						
1 Occupational therapy						
2 Physiotherapy						
3 Radiography – diagnostic and therapeutic						
4 Pharmacy						
5 Operating Theatres						
6 Applied Psychology						
7 Psychological Therapy						
8 Chiropody/Podiatry, Dietetics, Orthoptics/Optics, Art/Music/Drama Therapy, Speech and Language Therapy, Osteopathy						
9 Qualified Other Scientific, Therapeutic and Technical Multi Therapies, Dental						
10 Assistant Practitioner, Student/Trainee Assistant						
Medical and Dental						
11 Medical / Dental - Consultant						
12 Medical / Dental - In Training (e.g. Foundation Y1 & Y2, SBTs (incl FSTAs & LATs), SHO, SpR / SpTy / SpPa)						
13 Medical / Dental - Other (e.g. Staff, Associate Specialist and Specialty (SAS))						
14 General Medical/Dental Practitioner						
Ambulance staff						
15 Consultant Paramedic, Advanced Paramedic, Specialist Paramedic						
16 Paramedic						
17 Assistant Practitioner, Emergency/Urgent Care Support Worker						
18 Ambulance Technicians/Associate Practitioner						
19 Emergency Call Handlers, Emergency Medical Dispatchers						
20 Non-emergency Call Handlers, Non-emergency Medical Dispatchers						
21 Ambulance Care Assistant						
Healthcare Science and Public Health Scientific						
22 Life Sciences						
23 Physiological Sciences						
24 Physical Sciences and Biomedical Engineering						
25 Clinical Bioinformatics						
26 Public Health Sciences						
Nursing staff and Midwives						
27 Adult / General						
28 Mental health						
29 Learning disabilities						
30 Children and Young People						
31 Midwives						
32 Maternity Support Workers						
33 Health Visitors						
34 District / Community						
35 Other Registered Nurses						
36 Student Nurses						
37 Nurse Associates						
38 Trainee Nurse Associates						
39 Nursing auxiliary / Nursing assistant / Healthcare assistant (including Health / Clinical / Nursing Support Worker)						
Social Care						
40 Social Workers						
41 Social Care Managers						
42 Social Care Support Staff						
Administration and Estates Staff						
43 Central Functions						
44 Hotel, Property and Estates						
45 Scientific, Therapeutic and Technical Support						
46 Clinical Support						
47 Other occupational group						

Annex F - Rescheduled activity SitRep (Community services)

Community activity sitrep



← PLEASE SELECT YOUR TRUST

Provide the number rescheduled appointments on the following services which are applicable to your trust as a result of industrial action (NB cancellations should be submitted against the date the procedure was due to take place, not the day it was cancelled).

NEW	15/01/2023	16/01/2023	17/01/2023	day of action (18th)	day of action (19th)	20/01/2023	21/01/2023	Comments
Adult Continuing Health care								
Adult Safeguarding inc. case conferences								
Cardiac Service								
Children and Young people continuing care								
Children's Community Nursing Service								
Clinical Psychology Service								
Community Dental Service								
Community Paediatrics Service								
Continence Service								
Counselling Service								
CYP & Adult audiology services								
CYP Safeguarding inc. case conferences								
Dermatology Service								
Diabetes Service								
Diagnostic Service								
District Nursing Service								
Drug and Alcohol services								
Ear, Nose and Throat Service								
Enablement Service								
End of Life Care CYP								
End of Life Care Service								
EOLC Adults								
Equipment and adaptation services								
Family Support Service								
Frailty Service inc Geriatrician services								
Gastrointestinal Service								
Haematology Service								
Health Visiting Service								
Home-based Intermediate Care Service								
Immunisations								
Infrastructure/Facilities								
Integrated Multidisciplinary Team (jointly commissioned)								
Intermediate Care Service								
LD & Autism Adults								
LD & Autism CYP								
Long Term Conditions Case Management Service								
Mental health adults (inc Dementia)								
Mental health children and young people (to include psychological services)								
Musculoskeletal Service								
Neonatal audiology services								
Neurology Service								
NHS @Home								
Nutrition and Dietetics Service								
Occupational Therapy Service								
Orthoptist Service								
Other								
Pain Management Service								
Phlebotomy Service								
Physiotherapy Service								
Podiatry Service								
Prosthetic Service								
Rapid Response inc falls service								
Reablement Intermediate Care Service								
Rehabilitation Service								
Respiratory Service								
Respite Care Service								
Rheumatology Service								
School Nursing Service								
Sexual Health								
Specialist Palliative Care Service								
Speech and Language Therapy Service								
Tissue Viability Service								
Treatment Room Nursing Service								
Urgent community response (UCR)								
Virtual ward								
Wheelchair Service								