

Freedom of Information Publication scheme

April 2020

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Introduction

We have published the scheme to meet the requirement of section 19 of the Freedom of Information Act 2000 (FOIA). The purpose of the FOIA is to promote greater openness and transparency by public authorities, and in drawing up our scheme we have taken into account the kind of information requests we have received to date. We will review the scheme at regular intervals and monitor how it is operating.

This Publication scheme is a guide to the information routinely published by NHS Resolution. It is not a list of actual documents, since this will change as new material is produced, but it is rather a description of the classes or types of information available.

The person responsible for the publication scheme on behalf of NHS Resolution is Bunmi Ogunseye, Information Access Manager.

Most publications can be downloaded directly from our website resolution.nhs.uk. At present, all the information we proactively release is available free of charge on our website. If we do not proactively publish certain types of information, we will provide advice on how to request it.

Charging for information

We will explain any charges that you may incur. Charges may be made for information subject to a charging regime specified by Parliament. Charges may be made for actual disbursements incurred such as:

- photocopying
- postage and packaging
- the costs directly incurred as a result of viewing information

Charges may also be made for making datasets (or parts of datasets) that are relevant copyright works available for re-use. These charges will be in accordance with either regulations made under section 11B of the FOIA or other enactments. Information held by NHS Resolution that is not published under this scheme can be requested in writing and will be considered in accordance with the provisions of the FOIA.

You may use and re-use the information featured in this publication scheme (not including logos or photographs) unless identified as another party's copyright free of charge in any format or medium, under the terms of the Open Government Licence. We encourage users to establish hypertext links to NHS Resolution's website. More information about the Open Government Licence can be found on the National Archives website [here](#). Any enquiries regarding the use and re-use of this information resource should be sent to FOI@resolution.nhs.uk

Our commitment to publish information excludes any information that can legitimately be withheld under the provisions of the NHS Code of Openness or the FOIA. For example we will not publish legally privileged information or information which cannot be disclosed without breaching the Data Protection Act or any duty of confidence. Such exemptions may apply to any of the classes within the Publication scheme.

Any questions, comments or complaints about the scheme should be sent to:

Information Access Manager
 2nd Floor, 151 Buckingham Palace Road
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FOI@resolution.nhs.uk

About NHS Resolution - Who we are and what we do?

Information	Detail of publication	Availability
Key documents setting out the organisation's functions	Framework document	NHS Resolution website
	Establishment legislation	NHS Resolution website
The history, role and responsibilities of NHS Resolution	Who we are and what we do	NHS Resolution website
Contact us	Contact details	NHS Resolution website
Organisational structure	Organisational chart	NHS Resolution website
Claims handling	How we handle claims	NHS Resolution website
Relationships with other organisations	NHS Resolution	NHS Resolution website
Recruitment	NHS Jobs current vacancies	NHS Resolution website
Primary Care Appeals panel members	Members biographies	NHS Resolution website

Latest news	News page	NHS Resolution website
	Resolution Matters	NHS Resolution website

Financial information - what we spend and how we spend it

Information	Detail of publication	Availability
Annual statement of accounts	The Authority's audited accounts	NHS Resolution website
Financial policies	Standing Orders	On request
	Standing Financial Instructions	On request
Financial claims data	Factsheet 2 – annual overview	NHS Resolution website
	Factsheet 5 – individual trust details	NHS Resolution website
Staff and Board members' allowances & expenses	Annual report Expenses claims	NHS Resolution website
Staff pay and grading structures	Agenda for Change (most employees)	NHS Careers website
	Department of Health very senior managers'	Department of Health website
	Annual report (executive and non-executive directors)	NHS Resolution website
	Human resources policies	NHS Resolution website
Funding	Factsheet 1	NHS Resolution website
Spend over £25,000	Transparency spend spreadsheet	NHS Resolution website
Contracts and tenders	Contracts and tender	NHS Resolution website

Corporate information – Our priorities, how we are doing and how we make decisions

Information	Detail of publication	Availability
General information	Annual report	NHS Resolution website
	Business plan	NHS Resolution website
Board papers	Agenda, supporting papers and minutes	NHS Resolution website
Organisational strategy	Our strategy	NHS Resolution website
Consultations		NHS Resolution website

Our policies and procedures

Information	Detail of publication	Availability
Policies and procedures relating to the conduct of business and the provision of services	NHS indemnity guidance	NHS Resolution website
	Clinical negligence reporting guidelines	NHS Resolution website
	Other Clinical Negligence Scheme for Trusts rules and guidance	NHS Resolution website
	Liabilities to Third Parties Scheme (LTPS)	NHS Resolution website
	Other Risk Pooling Schemes for Trusts	NHS Resolution website
Policies and procedures relating to Human Resources	Human Resources policies	NHS Resolution website
Standing financial procedures	Procedures	NHS Resolution website
Standing orders	Procedures	NHS Resolution website
Complaints policy and procedure	Complaints policy	NHS Resolution website
Information governance policies and procedures	Information governance policies	NHS Resolution website
Policies and procedures relating to health and safety	Health and safety policies	NHS Resolution website
Freedom of Information	Accessing information from the NHS	NHS Resolution website

Policies and procedures relating to procurement and tendering		NHS Resolution website
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Lists and registers

Information	Detail of publication	Availability
Main contractors and suppliers	Panel solicitors, actuaries and risk management provision	On request
Information asset register		On request
Register of interests		NHS Resolution website
Disclosure log	FOI Disclosure log	NHS Resolution website
Register of gifts and hospitality provided to Board members and senior personnel		NHS Resolution website

The services we operate

Information	Detail of publication	Availability
Clinical negligence claims handling	Policies, forms, guidance etc for trusts	NHS Resolution website
Non-clinical negligence claims handling	Policies, forms, guidance etc for trusts	NHS Resolution website
NHS claims overview facts and figures	Factsheets 2, 3 & 5	NHS Resolution website
Equal pay claims advice	Various	NHS Resolution website
Human Rights services	Human Rights	NHS Resolution website
Advice for clinicians	Advice for clinicians	
Primary Care Appeals information	Factsheet 6	NHS Resolution website
	Decision notices	NHS Resolution website
	Pharmacy Appeals Guidance Note	NHS Resolution website
	Dispute Resolution Guidance Note	NHS Resolution website
	Local Dispute Resolution Protocol & Comparable Table	NHS Resolution website

	Synopsis of Judgments involving Primary care appeals cases	NHS Resolution website
Practitioner Performance Advice	Workshops	NHS Resolution website
	Back on Track Service	NHS Resolution website
	Handling Performance Concerns	NHS Resolution website
	Conducting Local Performance Investigations	NHS Resolution website
	Handling Concerns about Practitioner's Health	NHS Resolution website
	Statistics	NHS Resolution website
	Health Professional Alert Notices (HPAN)	NHS Resolution website
	What we do	NHS Resolution website
Safety and Learning	Sign Up to Safety	Sign Up to Safety website

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