

Ref: CCG June 003 2016

Corporate Services
NHS Liverpool Clinical Commissioning Group
The Department
Lewis's Building
Renshaw Street
Liverpool
L1 2SA

Email: foi@liverpoolccg.nhs.uk

20th June 2016,

Re: Freedom of Information Request

Thank you for your Freedom of Information request that we received on 2nd June 2016, with regards to Workforce related questions.

Request/**Response**

- 1) In accordance with the Freedom of Information Act I would like to make a request for information based on your workforce data.

Please see attached spreadsheet regarding the information you requested.

Please note that we assumed the title of the last tab is incorrect, it is called leavers but the information requested relates to absence.

We wish to take this opportunity to inform you that a formal complaints and internal review procedure is available to applicants who are unhappy with responses provided to FOI requests. You can formally request an internal review within a reasonable period of time (2 calendar months) from the date this response was issued.

Where you are not satisfied with the decision of the internal review you may apply directly to the Information Commissioners Office (ICO) for a further review of that decision. Generally, the ICO cannot make a decision unless you have exhausted our complaints procedure in the first instance.

The ICO can be contacted at:

Information Commissioners Office
Wycliffe House
Water Lane
Wilmslow
Cheshire

SK9 5AF

www.ico.gov.uk

Should you require any further information, clarification regarding this response or do not feel that your request has been answered as you would expect, please contact us to discuss.

Yours sincerely,

**Customer Relations Lead
NHS Liverpool CCG**