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NG17 4JL

26th March 2025

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[REDACTED]

Dear Sir/Madam

Freedom of Information Act (FOI) 2000 - Request for Information Reference: Spiritual, Religious, and / or Chaplaincy Services

I am writing in response to your request for information under the FOI 2000.

I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

Home, Community, Hospital.

FOI Request / Question	Question Response	Is there an exemption?	Exemption	Exemption Details
1. How many whole-time equivalents are employed in the spiritual, religious, and/or chaplaincy service(s) and what are their bandings?	4.64 WTE staff are employed in the Spiritual and Pastoral Care Team. This is currently made up of 1 full time Band 4 Administrator, 1 x 0.8 Band 7 Lead Chaplain and the remainder as Band 6 Chaplains.			
2. What are the typical core hours of the spiritual, religious, and/or chaplaincy service(s) on offer? How are these service(s) provided over the week (i.e. weekdays only, seven days a week, etc)?	The Spiritual and Pastoral Care Team provide a 24/7 service with core work hours of 08:30-16:30 Monday-Friday and an out of hours on call service at all other times.			
3. What type of support (such as regular activities, events, or gatherings) is offered by the spiritual, religious, and/or chaplaincy service(s)?	Chaplains provide Spiritual, Pastoral and Religious care to patients, their family and friends, visitors to the hospitals and Trust staff (this includes but is not limited to: end of life care, bereavement support, spiritual and pastoral support, specific religious provision as appropriate). Specific support and events include: Visiting and supporting patients / their family			

2

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Patient Experience Team

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	<p>and friends at each of our hospital sites</p> <p>Faith specific support (including prayers, provision of resources, sacraments or rituals at the bedside and specific services that patients or their families request)</p> <p>Involvement in multi-disciplinary team meetings to support patients / relatives</p> <p>Wellbeing support to staff, including 1:1 support / team or departmental support and events that staff can attend</p> <p>Bereavement care to families who have experienced baby loss, including arranging and conducting hospital arranged funerals (including monthly shared cremation / burial services for losses before 24 weeks gestation),tTwice yearly baby / child loss memorial services, annual baby loss awareness week events and support to facilitate monthly baby loss support group</p> <p>Twice yearly memorial services for Critical Care patients</p>			
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3

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	<p>Memorial Services for patients and staff and other public services for the hospital (including Remembrance Day and Covid memorials)</p> <p>Public Health Funerals for adults who die in the hospital without anyone able or willing to arrange their funeral</p> <p>Training for staff / students relating to spiritual, pastoral and religious care as part of holistic healthcare and person centred care</p> <p>Providing support and advice to staff relating to care of patients with specific spiritual or religious needs</p> <p>Liaison with community faith groups / signposting to other services as appropriate</p> <p>Observance of cultural / religious occasions, including promoting a Faith Calendar of key dates for staff awareness and hosting special celebrations for particular occasions</p>			
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	<p>Maintaining Quiet and Faith Spaces in each hospital site, available to all</p> <p>Acts of public worship for different Faiths within the hospital</p> <p>Chairing and support of the Faith and Belief Staff network</p>			
4. What on-call or out-of-hours provisions are made by the spiritual, religious, and/or chaplaincy service(s) at your Trust?	There is an on-call chaplain available 24/7.			
5. What support is offered to the spiritual, religious, and/or chaplaincy services(s) by external organisations? For instance, what contracts are held by the Trust for this / these service(s) and who are these contracts with?	<p>There is a hospital funeral contract (the hospital funerals budget is managed by the Spiritual and Pastoral Care Service).</p> <p>There are no other current contracts with external organisations. External faith and belief organisations are sometimes requested to provide specific religious provision for patients.</p>			

5

Home, Community, Hospital.

6. On average, how many service users are supported by the spiritual, religious, and/or chaplaincy service(s) in a week? Please take an average of service users supported between January and December 2024.	Combining figures for patient contacts, visitor contacts and staff wellbeing contacts in 2024 gives an average of 131 service user contacts per week. This excludes contacts at events such as funerals, support groups, training delivered and wider staff contacts (non-wellbeing).			
7. What is the overall satisfaction for the spiritual, religious, and/or chaplaincy service(s) offered by your Trust? Please provide the overall satisfaction for the period January 2024 to December 2024.	This information is not recorded.			
8. What supervision, if any, is provided to staff working in the spiritual, religious, and / or chaplaincy service(s)? Please identify whether this is provided by your Trust or by an external provider, and the average annual cost for this provision.	Managerial supervision and support is provided to all staff 1:1 on a 6-8 weekly basis. Group reflective practice is available monthly. Pastoral supervision is encouraged either within or external to the Trust but there is no cost to the service for those who are receiving this.			
9. Please provide a contact name and contact email address if there should be any additional queries		Yes	ABSOLUTE EXEMPTIONS REFUSAL NOTICE -	Names, job titles (other than that of our board of directors) and email addresses constitute personal data.

relating to this Freedom of Information request.			Section 40(2) staff personal information	<p>Section 40(2) provides that personal data is exempt information if one of the conditions set out in section 40(3) is satisfied. In our view, disclosure of this information would breach the data protection principles contained in the General Data Protection Regulations and Data Protection Act 2018</p> <ul style="list-style-type: none"> • The reasonable expectations of the employees given their positions; Sherwood Forest Hospitals NHS Foundation Trust considered that none of the individuals would have a reasonable expectation that their personal data would be disclosed; • The consequences of disclosure; and • any legitimate public interest in disclosure.
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				Section 40(2) is an absolute exemption and therefore not subject to the public interest test.
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I trust this information answers your request. Should you have any further enquiries or queries about this response please do not hesitate to contact me. However, if you are unhappy with the way in which your request has been handled, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Sally Brook Shanahan, Director of Corporate Affairs, King's Mill Hospital, Mansfield Road, Sutton in Ashfield, Nottinghamshire, NG17 4JL or email sally.brookshanahan@nhs.net.

If you are dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office, who will consider whether we have complied with our obligations under the Act and can require us to remedy any problems. Generally, the Information Commissioner's Office cannot decide unless you have exhausted the internal review procedure. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/your-data-matters/official-information/>.

Complaints to the Information Commissioner's Office should be sent to FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. Telephone 0303 1231113, email casework@ico.org.uk.

If you would like this letter or information in an alternative format, for example large print or easy read, or if you need help with communicating with us, for example because you use British Sign Language, please let us know. You can call us on 01623 672232 or email sfh-tr.foi.requests@nhs.net.

Yours faithfully

Information Governance Team

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the licence conditions must be met. You must not re-use any previously unreleased information without having the consent from Sherwood Forest Hospitals NHS Foundation Trust. Should you wish to re-use previously unreleased information then you must make your request in writing. All requests for re-use will be responded to within 20 working days of receipt.