

Dear

Thank you for your Freedom of Information request concerning overpaid staff.

The Trust can provide the following information:

- 1) How many staff employed by the Trust were overpaid in each of the financial years: 2010-11, 2011-12, 2012-13?

(1st April 2010 - 1st April 2013)- see chart below

- 2) In total, by how much were staff employed by the Trust were overpaid in each of the financial years: 2010-11, 2011-12, 2012-13?

3)

- 4) See chart below

- 5) For each year, how much of this money has been recouped by the Trust?

See chart below

What was the largest overpayment that the Trust can locate within the FOI Act time limit in each of the financial years: 2010-11, 2011-12, 2012-13?

£16k, £13k, £12k - Midwife, Admin & Clerical Officer and Consultant respectively

- 5) Based on overpayments the Trust can locate within the FOI Act time limit, what was the average overpayment of staff employed by the Trust who were overpaid in each of the financial years: 2010-11, 2011-12, 2012-13?

See above

Year	Amount overpaid	Amount recovered	No of overpayments
2010-11	135,710	-92,969	73
2011-12	276,431	-197,155	124
2012-13	203,129	-111,968	98

- 6) 402,092 -The Trust are continuing to recover the amounts outstanding, either through payroll deductions for existing staff or invoicing leavers (i.e. the total amount recovered will increase)

Monthly overpayment information is provided to the Deputy Director of Finance and is sent to Divisional Finance Managers.

- Overpayment information is included in the monthly divisional Performance Management report and sent to Executive Directors, Divisional Operations Directors and Senior Managers.
- Employee Relations staff inform managers of the Payroll deadline date for receipt of HR transactional forms.

- Monthly overpayment information sent to Employee Relations managers who present at divisional management team meetings. The overpayments are also discussed with individual line managers to find out reasons and put in actions/set standards, if there are continuing problems they are escalated to senior managers.
- HR forms are copied to Workforce department and are reviewed for possible over/underpayment and alert payroll to action if payroll still open. Potential and actual overpayments are also “logged” by Workforce for future analysis to identify where the problem arose.
- The payroll section checks if HR transactional form/s will cause overpayment and where feasible will action within that payroll period to avoid overpayment.

If you have any queries about this response please contact the information governance manager at foi@homerton.nhs.uk , in the first instance. If, following that, you still have any concerns, you may contact the Information Commissioner either by letter, FOI/EIR Complaints resolution, Wycliffe House, Water Lane, Wilmslow, Cheshire SM9 5AF, or by email www.informationcommissioner.gov.uk to take them further.

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Yours sincerely

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