



Kent and Medway

NHS and Social Care Partnership Trust

Information Governance & Records Management Department

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Dear [REDACTED]

Request for Information

I write further to your request FOI ID OP 148 under the Freedom of Information Act 2000 regarding:-

HR Policies

Your request is set out below:

Could you please confirm what HR policies are in place for managing staff who have acted in a way that constitutes gross misconduct, please provide a copy of this policy and any guidance provided by HR during the process.

The HR policy in place within Kent and Medway NHS and Social Care Partnership Trust for managing staff who have acted in a way that constitutes gross misconduct is The Staff Handbook – Our people policies, which I have attached for your information.

I confirm that the information above completes your request under the Freedom of Information Act 2000. I am also pleased to confirm that no charge will be made for this request.

If you have any questions or concerns or are unhappy with the response provided or the service you have received you can write to the Head of Information Governance at the address on top of this letter. If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision.

Yours Sincerely

On Behalf of

The Information Governance Department

We are proud to be smoke free

Trust Chair – Dr Jackie Craissati

Chief Executive – Helen Greatorex