

*Please use the below briefing pack when talking to colleagues about this survey.*

**Purpose:**

Every autumn, all NHS colleagues are invited to complete the NHS National Staff Survey, which captures a national picture of staff experience alongside Trust level data. The survey is in-depth with around 100 questions, taking colleagues approximately 15-20 minutes to complete.

Metrics included in this survey are primary measures for the 'Our People' priority in the Trust's new strategy. The results will also be collated centrally, allowing for benchmarking and comparison across the wider NHS, and are published externally in March 2025.

The survey provides us with a broader understanding of how colleagues feel about working at UHB, what their experiences are, and will go a long way to helping us improve, introduce or roll out initiatives that will improve our culture. It will also show us the impact of the priority actions we have been working on over the last 12 months.

Building on the good engagement with our quarterly surveys this year, the NHS National Staff Survey provides the opportunity to share the actions taken to improve staff experience. This will help colleagues to believe that completing this survey will be worthwhile.

Most colleagues will receive the survey via email, however some will receive a paper form.

Access to this survey is via a link, paper copy or QR code that is unique to each individual. They will only be able to access the link from the email sent to them.

Colleagues have until Friday 29 November to complete the survey. They will receive reminder emails from IQVIA until the survey is completed or closed.

**Key messages:**

- Big in-depth survey with over 100 questions – help us get a real understanding of the challenges and successes
- Takes about 15 minutes to complete – expectation for all line managers to provide a 20-minute break from duties to complete survey
- If you don't have a computer or somewhere quiet to complete the survey, there is a website detailing the nearest space near you
- Anonymous and confidential. Staff info is sent to IQVIA and stored securely. IQVIA assign each staff member with a unique code – only IQVIA knows which code relates to which staff member. They will never share that information with the Trust under any circumstances
- Be in with the chance to win up to £500 in Love2Shop vouchers. This is an opt-in prize draw once the survey is complete (1x £500, 1x £250 and 1x £100). Winners are announced after the survey goes live

**Website:** <https://www.uhb.nhs.uk/staff-survey>