

Freedom of Information Act 2000 - Request Reference Fol/22/255
Employment Verification

Information Requested:

I am trying to obtain the referencing process of your Company. Our preference would be to obtain this verification from your Human Resources department.

Please confirm if you are able to assist and verify details of current/past employment. If so, would you please confirm your requirements, turnaround time, and any specifics that would be required in order to obtain this verification?

Response details:

Cardiff and Vale University Health Board (the UHB) does not hold the information sought in recorded form. Under Section 16 of the FOIA, which provides us with the duty to advise and assist, the UHB can inform you that requests for information on current/past staff employment will represent personal data, as defined by the UK GDPR. Accordingly, requests will be processed on a case-by-case basis, with disclosure only made once the UHB is satisfied it has a lawful basis to disclose.