

Request for information under the Freedom of Information Act – 2023.249
Released – 17 October 2023

Thank you for your email which was received on the 11 October 2023 requesting information regarding systems and scanning.

Please find detailed below a summary of your request, together with our response.

Summary of your original request:

1. What Electronic Patients Records System do you use and when was it implemented?

Rio, December 2019

2. Does the Trust scan paper records?

No

3. Is above handled

- **In house by your own scanning team?**
- **Outsourced to an off site external service provider?**
- **On site by an external provider?**
- **Combination of above?**

Not applicable

4. If any of the above outsourced, please name provider(s) and details of when the contract(s) ends

The provision for outsourcing document scanning is included in our contract for off-site paper records storage, however these services are not currently being utilised. The contract is with Restore PLC and the initial contract term ends on 31 July 2027 with the option to extend for 4 years, in tranches of 12 months.

5. What route to market used to obtain these services (a) open tender (b) framework - if yes, which one?

NHS SBS framework "Document Storage, Records Management and Integrated Solutions".

6. Do you have a published road map for paper-free at point of care 'Digital at point of care'? If yes, please provide a copy or link to this document

No

7. Finally, please advise names of any individuals involved in this process including your Medical Records Manager (b) Chief Information Officer (c) Digital Project Lead?

It is Trust policy to not release names and contact details of staff below Executive Director Level as this constitutes personal information which is exempt under Section 40(2) in conjunction with Section 40(3A)(a) of the Freedom of Information Act 2000 which relates to 'Personal Information'.

An excerpt of the relevant Freedom of Information legislation can be found below:

Chair John Goulston Chief Executive Mairead McCormick

Trust HQ Trinity House, 110-120 Upper Pemberton, Eureka Park, Ashford, Kent TN25 4AZ

Section 40 – Personal information

(2) Any information to which a request for information relates is also exempt information if—

(a) it constitutes personal data which does not fall within subsection (1), and

(b) either the first, second or third condition below is satisfied.

(3A) The first condition is that the disclosure of the information to a member of the public otherwise than under this Act

(a) would contravene any of the data protection principles, or

(b) would do so if the exemptions in section 24(1) of the Data Protection Act 2018 (manual unstructured data held by public authorities) were disregarded.

However, we can confirm that the Executive Director with overall responsibility for IT is Gordon Flack – Chief Finance Officer.