

Information Governance

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10 April 2017

Reference no. 16170386 R

Dear

Request for Information: Freedom of Information Act

Thank you for your email of 13 March, making a request for review of a Trust response to a request for information under the Freedom of Information Act. You requested the following information and the Trust is able to provide the information below in response:

Request:

RE: Child and Adolescent Mental Health Services, CAMHS and Medical Needs Education Service, MNES at Salisbury District Hospital.

I would like to make a Freedom of Information Request to find out how many referrals South Wilts Grammar School for Girls made to mental health services for the pupils in the last 10 years. Also, can you tell me what kind of treatment was requested and how long the treatment lasted for.

I am very surprised by your response. As the people involved would be minors they would have to have a separate listing and not be part of the entire referral system. This information must logically be easily accessible and separate.

You have previously given me information regarding referrals from local Salisbury schools, which shows that you have this information ready. All I am asking is that you separate South Wilts Grammar School from the other schools.

I would like to request that you carry out an internal review as to why my request has been denied as there has probably been a mis-understanding.

Response:

CAMHS services in the Salisbury area are provided by Oxford Health NHS FT, and have been since 2011. For information prior to this period the Trust refers you to Salisbury District Hospital. The data is based on all referrals received by the service based at Salisbury District Hospital. Referrals received from the education sector are coded as educational referrals, the school is not captured as part of the input and coding. The Trust was able to provide the information included in a previous request without exceeding the appropriate limit set in regulation by section 12 of the Freedom of Information Act.

The Trust has considered the response and still maintain that the Trust is unable to comply with your request as to do so would require the Trust to exceed the appropriate limit set in regulation by section 12 of the Freedom of Information Act. The Trust estimated that it would take a minimum of 166 hours to derive the information you have requested. A manual review of electronic health records and checking all the referrals with the referral source coded as education only would be required to ascertain if information were present and collate the information requested. All records would have to be reviewed in order to include all relevant records. The Trust estimated that in excess of 10000 records would require review, at a minimum of 1 minute per record to determine the referral source alone. This equates to over 166 hours of effort. The appropriate limit set by the Act is 18 hours. The Trust, however, has confined the review to the number of records disclosed to you in a previous request.

In a previous request made by you the Trust responded that it had received 194 educational referrals during the period it has been responsible for the service. The Trust estimate that it would still exceed the appropriate limit in trying to comply with your request. Analysis and query of the records system would be required to determine educational referrals and each record would then require review to derive and create the information you have requested. Each record would take at least 10 minutes to search for and review, which would take over 32 hours in total. The appropriate limit as set out by section 12 of the Act would still be exceeded. The Trust have also considered and reserve the right to apply section 14 of the Act in relation to the request for review, such is the specific nature of the request.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to me and I will ensure the decision is reviewed. The Trust will consider undertaking a review if requested to do so within 40 working days of the date the response is received by the applicant, and will apply discretion if a longer period of time has passed.

Should you wish to make a complaint as a result of the outcome of such a review, you may apply directly to the Information Commissioner's Office (ICO) for a decision.

Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Trust for FoI Act matters.

The ICO can be contacted at:

The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

Please contact me if there are any further queries.

Kind regards,

Yours sincerely,

Mark Underwood

Head of Information Governance