

**Information Governance**

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17 July 2018  
Our ref: 18190104

Dear

**Request for Information: Freedom of Information Act**

Thank you for your email of 14th June, making 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 and Response:**

1. How many WTE employees within your Trust at the last time this data was available?  
Please specify when this number relates to. 4983, 31/03/18 9Source 17/18 Annual Report)
2. How many core electronic patient record systems in use within your Trust? 2
3. For each system outlined in Q2 above, please expand with the following:
  - a. Name and version of the clinical system
  - b. Number of active users of this clinical system 3500, 290
  - c. Number of active patients within this clinical system 125,000, 300
4. Of the clinical systems team that supports each clinical system outlined in Q2, please give the WTE and AFC banding of staff employed to provide:
  - a. Clinical systems development and configuration 16, 5 -8c
  - b. Clinical systems training 2, 6
  - c. Clinical systems reporting, including statutory returns 12, 4 – 8c

5. If clinical services management is outsourced, please can you provide an estimate of the annual cost of this service, and details of which element of management are contracted out?

N/A

6. In terms of Information Governance of the data within the clinical systems, please give the WTE and AFC banding of staff employed to provide:

- a. IG function support (including Data Protection Officer role) 2, 8c, 7
- b. Subject Access Request coordination and management 0.5, 7
- c. Freedom of Information coordination and management 0.3, 8c, 5
- d. Paper medical records coordination and management 0.2, 7

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