

Information Governance

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Littlemore Mental Health Centre
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27 November 2018
Reference no.18190305

Dear

Request for Information: Freedom of Information Act

Thank you for your email of 14th November, 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:

I have been seconded into a post funded by the Office for Students as part of the Strategic Interventions in Health Education Disciplines programme. My role is to explore barriers prospective Orthoptic students face when trying to secure a work experience/shadow placement in Orthoptic departments in England.

To understand current practices I would like to request the following information:

1. How many applications for Orthoptic work experience did your Trust receive in
 - a) Sept 2016 - Sept 2017
 - b) Sept 2017 - Sept 2018
2. How many applications resulted in a work experience placement?
3. What is the minimum age for work experience in Orthoptics?
4. Do applicants for work experience in Orthoptics require a Disclosure and Barring Service (DBS) check?
5. What paperwork are applicants required to complete?
6. Are applicants required to complete an induction?

Response:

No information held - Oxford Health NHS FT is a provider of specialist secondary mental health services and specialist community health services. The Trust does not provide any endoscopy services and holds no information in respect of your request as a result. In

Oxfordshire such services would be provided by Oxford University Hospitals NHS FT, and the Trust advise making this request to them if you have not done so already.

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