

3 December 2019

Information Rights & Compliance Team
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Our Ref: FOI/03438/2

Thank you for your email of 27 November 2019 requesting clarification of the circumstances in which an information governance breach that is declared a serious incident is not also accompanied with a serious incident report?

When taking into account your original request asking for a copy of the Serious Incident Investigation Report relating to an Information Governance breach which occurred on 03/11/2016 at Hertfordshire Partnership University NHS Foundation Trust (IGTK Ref: IGI/6497). We informed you that we did not hold this information and a Serious Incident Report was not completed.

The right of access created by the Freedom of Information Act only applies to recorded information. This does not include requests asking for a person's clarification, opinions or general advice.

However, under Section 16 of the Freedom of Information Act to offer help and assistance, rather than give you clarification, we would again like to confirm that a Serious Incident Report was not completed following an internal review and agreement with the CCG.

We now consider this request closed.

Should you require further clarification, please do not hesitate to contact me.

Please find enclosed an information sheet regarding copyright protection and the Trust's complaints procedure in the event that you are not satisfied with the response.

Yours sincerely

Sue Smith

Sue Smith
Information Rights Officer

Enc: Copyright Protection and Complaints Procedure Information Leaflet.

If you would like to complete a short survey in relation to your Freedom of Information request please scan the QR code below or click [here](#).

