

29 April 2021

Information Rights & Compliance Team
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Our Ref: FOI/03951

Thank you for your request concerning our Record Digitisation Project.

Your request has been considered and processed in accordance with the requirements of the Freedom of Information (FOI) Act 2000.

1. Have you already started digital conversion of your paper medical records? YES/NO

This information is already in the public domain¹. Please follow this [link](#) to a previously published response.

If YES, which outsource provider do you use?

a) Do you undertake any scanning in-house? YES/NO

Please follow the link provided under question 1.

2. If you have not yet started to digitise your medical records do you have a timescale for when you would like to start this project? Please advise one of the following.

- **Within 6 months**
- **Within 12 months**
- **Within 18 months**
- **Within 24 months**
- **Other (please state estimated timescale)**
- **No plans**

Please follow the link provided under question 1.

3. If you are planning a digital transformation project, how will you manage the procurement?

- **OJEU**
- **Framework**
- **Other (please advise which)**

Please follow the link provided under question 1.

¹ Section 21 – Information is accessible through other means

4. a) If the answer is Framework, which framework will you use? Please advise one of the following.
- LPP
 - ESPO
 - SBS
 - H.T.E.
 - NOE CPC
 - Other (please advise which)

Please follow the link provided under question 1.

5. Who has responsibility for digital transformation/medical records digitisation within the Trust? Please provide:
- Name
 - Job title
 - Contact details

Please follow the link provided under question 1.

6. Does the Trust have an EDMS (Electronic Document Management System)? YES/NO
If YES:
- Which system is in use?
 - When does the contract expire?
- If NO, does the Trust have a plan to procure an EDMS? YES/NO

Please follow the link provided under question 1.

7. What are the timescales to procure an EDMS? Please advise one of the following.
- Within 6 months
 - Within 12 months
 - Within 18 months
 - Within 24 months
 - Other (please state estimated timescale)
 - No plans

Please follow the link provided under question 1.

8. Which EPR (Electronic Patient Record) systems does the Trust use?

This information is also already in the public domain, but under S16 – Duty to provide advice and assistance I can inform you that we use Civica : Paris and PC-Mis.

9. Does the Trust have the ability to deliver “Virtual Clinics”? YES/NO

Yes

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](#).

