

21 November 2023

Information Rights & Compliance Team
99 Waverley Road
St Albans
Hertfordshire
AL3 5TL

Tel: 01727 804227
Email: Hpft.foi@nhs.net

Our Ref: FOI/04953

Thank you for your request concerning Translation Services.

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

Please find attached a list of questions as a Freedom of Information (Fol) request, on the use, training and policies regarding translation services and technology in your organisation. We would appreciate it if you did your best to complete the questionnaire with answers that fully represent your organisation's practices and policies.

Please see attached questionnaire.

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](#).

