

Information Governance

Wrightington Hospital
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Lancashire
WN6 9EP

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Ref: FOI2020/5909

Date Received: 30th January 2020

Response Due: 4th March 2020

3rd March 2020

Dear Sir/Madam

INFORMATION REQUEST UNDER THE FREEDOM OF INFORMATION ACT 2000

You asked:

I would like to find out some information regarding your Health Records.

- 1. How many on-site libraries does the trust have?** Three
- 2. What volume of notes are held on-site?** Approx. 1 million across 3 sites
- 3. Does the Trust have any external storage contracts? If so, how many and who are the providers?** No
- 4. What volume of notes is held off site by Third parties?** None of the core Trust notes.
- 5. If applicable, which Electronic Document Management systems does the Trust have?** Hylands OnBase
- 6. What are the start and end dates for any storage and / or software contracts?**

Start date – September 2019

End date – September 2024

7. How many staff work in the health records department? 22.85 WTE across 3 sites of which 16 staff are full-time.

8. How many staff work in clinical prep?

Out-patient Departments at Wigan and Leigh sites – 43.89WTE staff

Specialist Services at Wrightington site – 10.7WTE staff

Specialist Services at Thomas Linacre Centre – 13.23WTE staff

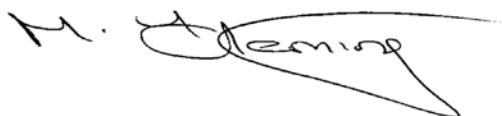
Cardiology - 1WTE

9. How much does the Trust spend annually on pre-printed forms?

c£165,000 per annum

I trust that this information is helpful to you, however if you are not entirely satisfied with this response please do not hesitate to contact the Information Governance Department on 01257 488271. If we do not hear from you within 28 days we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M. Fleming', with a long, sweeping horizontal line extending to the right.

Mary Fleming
Chief Operating Officer

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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: Information Governance Department, Wrightington, Wigan and Leigh NHS Foundation Trust, Wrightington Hospital, Hall Lane, Appley Bridge, Wigan, WN6 9EP

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision. Generally the ICO cannot make a decision unless you have exhausted the complaints procedure at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

