

Ref: FOI/2025/10727

Date Received: 6th May 2025

Response Due: 4th June 2025

Date: 28th May 2025

Dear Sir/Madam

With reference to your request for information received on 6th May 2025, I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we do hold the information you have requested. A response to each part of your request is provided below.

In your request you asked:

Under the Freedom of Information Act 2000, I would like to request information regarding clinical documentation practices, specifically in relation to the capture of information during interventional procedures, such as Central Venous Access Device (CVAD) insertions.

1. Clinical Documentation

- **What methods are currently used by clinicians to document key information during invasive procedures, such as CVAD insertions (e.g., paper forms, digital forms, voice dictation, other)?**

Out of theatre invasive procedures are currently documented on HIS. We are currently working to standardise and digitalise invasive checklists across the Trust and aim to have this live in Quarter 3 this year. The areas that use LocSSIP predominately currently use paper documentation.

- **Is any form of structured digital data entry used at the point of care for these procedures?**

Please see the above response.

- **Are standardised templates or proformas used Trust-wide for documenting invasive procedures, such as Local Safety Standards for Invasive Procedures (LocSSIPs)?**
The WHO checklist used in theatre is recorded on the electronic records system with a standard proforma.

- **Are any of these LocSSIPs or other forms digitised?**

Please see the above response.

2. Voice Technology

- **Does the Trust currently use any voice-to-text or voice recognition technology for clinical documentation (e.g., Dragon Medical One, Nuance, Voice-Care, etc.)?**
Yes.
- **If yes, which departments or specialties currently use it, and for which types of documentation?**
Radiology, for radiology reporting.

3. Administrative Efficiency

- **Has the Trust undertaken any assessments of the administrative time burden associated with completing procedural documentation (manual or digital)?**
 - **If so, is any information available on time spent per procedure or efforts to streamline the process?**
The Trust has identified a time burden for completing invasive procedure checklists as part of the scoping exercise but have not measured the time spent per procedure. As part of the work we are doing mentioned above, we aim to simplify and standardise the LocSSIP process across the Trust and move it to the electronic record system to allow easy audit of compliance and easy of use for the clinician. This is in line with NatSSIPs 2 guidance. The steering group for this work stream has a clinical consultant lead and representation from different roles through out the Trust.

4. Future Plans

- **Is the Trust currently planning any initiatives or procurements to digitise documentation processes for interventional procedures?**
Not specifically for Interventional Procedures. However, we are currently implementing the Altera Surgical Care solution which will capture information relating to all surgical procedures.
 - **If yes, please outline the scope and timelines if available.**
N/A.

If you are not entirely satisfied with this response, please do not hesitate to contact the Information Governance Department via the email address provided. If we do not hear from you within 40 days, we will assume that we have been able to accommodate your request under the Freedom of Information Act 2000.

Yours sincerely,



Garry Harris
Deputy Director Digital & Chief Technology Officer

PLEASE NOTE:

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, Suite 9, Buckingham Row, Brick Kiln Lane, Wigan, WN1 1XX.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner for a decision at:

The Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire, SK9 5AF

Helpline number: 0303 123 111