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Request for Information Reference 06.18.36

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Email only

25 July 2018

Freedom of Information Act 2000 – Request for Information

Thank you for your request for information received on 27 June 2018 in relation to the County Durham and Darlington NHS Foundation Trust (Trust). We are dealing with your request under the provisions of the Freedom of Information Act 2000.

You requested information regarding. Specifically you asked for:

- 1. How many Compact Disks (CDs) does your department produce per annum for the distribution of patient images?****
- 2. How many CDs does your department produce per annum for interested 3rd parties such as insurance companies or solicitors?****
- 3. What is the cost of CD production for patient images, e.g. materials for your department per annum?****
- 4. What are the time/resource costs associated with CD production for patient images for your department per annum?****
- 5. What are the costs of postage/couriering of CDs of patient images for your department, per annum?****
- 6. Please provide a breakdown of total costs of CDs for patient images to other hospitals for your department, per annum?****
- 7. Please provide a breakdown of total costs of CDs to patients for your department, per annum?****
- 8. Please provide a breakdown of total costs of CDs to interested 3rd parties for your department such as insurance companies or solicitors, per annum?****

9. Are the CDs dispatched from your department that contain patient data consistently encrypted / password protected?*

10. Can you provide information on the number of CDs that are lost or misplaced before they reach the intended recipient?*

***If you use a centralised administration team to administer imaging for your department please include this information to the above questions.**

Please provide these answers for the following departments:

- **Radiology**
- **Cardiology**
- **Medical illustration**
- **Theatres**
- **Endoscopy**
- **Colposcopy**
- **Diabetic Retinopathy**
- **Medical Photography**
- **Dermatology**
- **Podiatry**

County Durham and Darlington NHS Foundation Trust replies:

Please note, Radiology is the only service out of those listed which produces CDs for the distribution of patient images within the Trust. These figures are variable pending the number of requests we receive:

1. How many CDs does your department produce per annum for the distribution of patient images?*

Answer: 670.

2. How many CDs does your department produce per annum for interested 3rd parties such as insurance companies or solicitors?

Answer: 342.

3. What is the cost of CD production for patient images, e.g. materials for your department per annum?*

Answer: 10 minutes x B2 per CD + £2.50 per CD.

4. What are the time/resource costs associated with CD production for patient images for your department per annum?*

Answer: £1.89.

5. What are the costs of postage/couriering of CDs of patient images for your department, per annum?*

Answer: Unknown – the Trust does not keep records which would allow us to identify this information

6. Please provide a breakdown of total costs of CDs for patient images to other hospitals for your department, per annum?*

Answer: Images are not sent via CD to other hospitals.

7. Please provide a breakdown of total costs of CDs to patients for your department, per annum?*

Answer: £602.91.

8. Please provide a breakdown of total costs of CDs to interested 3rd parties for your department such as insurance companies or solicitors, per annum?*

Answer: £646.38.

9. Are the CDs dispatched from your department that contain patient data consistently encrypted / password protected?*

Answer: They are encrypted.

10. Can you provide information on the number of CDs that are lost or misplaced before they reach the intended recipient?*

Answer: Two during 2018.

In line with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log. Therefore, a version of our response which will protect your anonymity will be posted on the County Durham and Darlington NHS Foundation Trust website.

If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me on the above telephone number or at the above address.

If you are unhappy with the way your request for information has been handled, you can request a review by writing to:

The Chief Executive

County Durham & Darlington NHS Foundation Trust
Darlington Memorial Hospital
Hollyhurst Road
Darlington
DL3 6HX

If, you remain dissatisfied with the handling of your request or complaint, you have a right to appeal to the Information Commissioner at:

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

Telephone: 0303 123 1113
Website: www.ico.gov.uk.

There is no charge for making an appeal.

Yours sincerely

Joanna Tyrrell
Freedom of Information Officer