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Darlington Memorial Hospital
Hollyhurst Road
Darlington
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Foundation Trust Office: 01325 74 3625
Corporate Records Office: 01325 74 3700

Request for Information Reference: 10.18.28

Direct line: 01325 743700
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Email only

6 November 2018

Freedom of Information Act 2000 – Request for Information

Thank you for your request for information received on 19 October 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 records management. Specifically you asked for:

I am sending this request under the Freedom of Information Act. This request concerns records management expenditure at your healthcare authority.

1) Please state the

a) Number of fax machines purchased

b) Total spend on fax machines

By your authority in each of the following financial years

- i) 2013/14***
- ii) 2014/15***
- iii) 2015/16***
- iv) 2016/17***
- v) 2017/18***
- vi) 2018/19 to 19.09.18***

Answer:

i) 2013/14 - We are unable to run data on how many fax machines that have been purchased for this financial year, we only have the value spent on fax machines for this year, including consumables and call outs for maintaining the machines **£33,504.94**

ii) 2014/15 - We are unable to run data on how many fax machines that have been purchased for this financial year, we only have the value spent on fax machines for this year, including consumables and call outs for maintaining the machines **£24,125.10**

iii) 2015/16 – We are unable to run data on how many fax machines that have been purchased for this financial year, we only have the value spent on fax machines for this year, including consumables and call outs for maintaining the machines **£23,164.31**

iv) 2016/17 – The Trust have not purchased any fax machines this year due to an embargo on the purchase of fax machines. We have spent **£10,897** on consumables for some of our fax machines

v) 2017/18– The Trust have not purchased any fax machines this year due to an embargo on the purchase of fax machines. We have spent **£10,182** on consumables for some of our fax machines.

vi) 2018/19 to 19.09.18 – The Trust have not purchased any fax machines this year due to an embargo on the purchase of fax machines. We have spent **£1,683** on consumables for some of our fax machine

2) Please state the amount spent by your records department on transferring paper records in each of the following financial years

- i) 2013/14**
- ii) 2014/15**
- iii) 2015/16**
- iv) 2016/17**
- v) 2017/18**
- vi) 2018/19 to 19.09.18**

The Trust outsourced the medical records service as part of the ECDM contract in 2013.

There would have been some internal vans transferring notes in 2013/2014 but after that year it would be zero as the supplier transports the records for scanning. We are unable to provide an amount spent due to the cost of transferring the records would be included in the route cost as no pick-ups are just for that purpose

3) Please state the amount spent by your records department on couriers to transfer physical records in each of the following financial years.

- i) 2013/14**
- ii) 2014/15**
- iii) 2015/16**

- iv) 2016/17
- v) 2017/18
- vi) 2018/19 to 19.09.18

Answer: Please see above.

4) Please state the amount spent by your records department on taxis or private hire vehicles to transfer physical records in each of the following financial years.

- i) 2013/14 – £106,551.25

Note that the cost reduced significantly following the year 2013/14 as the Trust moved onto electronic patient notes which meant that we no longer needed to transport notes between sites.

- ii) 2014/15 - £18,829.14
- iii) 2015/16 - £4,198.29
- iv) 2016/17 - £3,933.92
- v) 2017/18 - £3,687.32
- vi) 2018/19 to 19.09.18 - £1,439.14

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