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Request for Information Reference: 09.21.55

FOI Direct line: 01325 743700  
Email: [cdda-tr.cddftfoi@nhs.net](mailto:cdda-tr.cddftfoi@nhs.net)

Email only

5<sup>th</sup> October 2021

### **Freedom of Information Act 2000 – Request for Information**

Thank you for submitting a request for information which we received on 30<sup>th</sup> September 2021 in relation to County Durham and Darlington NHS Foundation Trust (the Trust). Your request has been processed under the provisions of the Freedom of Information Act 2000 and I am now able to provide you with a response.

Your request was in relation to Sitrep and I am providing the following information in response to your specific questions:

**On the 19th March 2020, NHSE issued new guidance for hospitals about discharge policy to free up beds. Following on from this, care homes were asked to use a care home capacity tracker.**

**Trusts were asked to create a "sitrep" report (short for situation report) every day to record -**

**The number of beds in each care home**

**The number of vacant beds**

**Current status (ie open, closed to admissions etc)**

**Work force (ie staffing levels)**

**I would like to see the daily sitrep report produced by your Trust detailing the information above for all elderly care homes in your local area. If you did not produce the report, but instead received it from each home, please send me the daily report from each home or the database that you pulled together to reflect the number of vacant beds etc.**

**I would like this from 19th March to 1st July 2020. If this takes me over the cost limit, please work forward from 19th March.**

The Trust did not produce these reports, the local authorities were responsible for this. In line with Section 16 of the Act (duty to provide advice and guidance) we would advise you to contact these Local Authorities in order to obtain information for your request. Please see the below contact details:

Durham County Council - <https://www.durham.gov.uk/foi>  
Darlington Borough Council - <https://www.darlington.gov.uk/your-council/data-protection-and-freedom-of-information/foi-and-eir/>

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 on the Trust's website. However please be assured that we anonymise all responses prior to adding them to the disclosure log.

I hope that this response has provided you with the information you had requested. If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me by telephone or in writing. If however, you are dissatisfied with the way in which your request has been handled and would like an internal review, you will need to contact me in writing at the above address or via [cdda-tr.cddftfoi@nhs](mailto:cdda-tr.cddftfoi@nhs).

If you remain dissatisfied with our response following an internal review you have the right to appeal to The Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. More information is available on their website; [www.ico.gov.uk](http://www.ico.gov.uk).

Yours sincerely

**Corporate Records and Freedom of Information Facilitator**