

FOI_31_20/21 – FOI request concerning - Health Records

I confirm that we hold the information as below.

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1. How many on-site libraries does the trust have?

Solent NHS Trust does not have any on site libraries; we have an online system and access the healthcare library at University of Southampton and University Hospital Southampton.

Solent GP Surgery has no formal library but the Lloyd George Medical Record Envelopes for General Practice are securely held locally on each site, this is routine practice for GP surgeries.

2. What volume of notes are held on-site?

Information is not held centrally. In order to obtain this information Solent NHS Trust would have to conduct a manual trawl and this is therefore being exempt under Section 12 of the FOI Act, therefore exempt.

Please note however that Solent NHS Trust is a paper light organisation and most of our records are held within electronic patient systems

2. Does the Trust have any external storage contracts? If so, how many and who are the providers?

PHS Records Management

3. What volume of notes are held off site by Third parties?

Item summary

Item Type	IN
Boxes	22928
Files	416842

5. If applicable, which Electronic Document Management systems does the Trust have?

System One, INFORM

6. What are the start and end dates for any storage and / or software contracts?

PHS Records Management – Contract start date - 01/04/2011. Contract end date – 31/03/2019. Please note this contract is currently on implied terms via the existing contract off the GCloud framework. We are currently negotiating with the incumbent and possible alternative provider to obtain better value for money and include a digitalisation improvement in process.

System One main contractor is TPP - Contract start date – 27/11/2014. Contract end date – 19/07/2020.

INFORM – Contract start date - 05/10/2012. Contract end date - 31/03/2022.

7. How many staff work in the health records department?

Solent NHS Trust does not have health records department, hence it's not applicable

8. How many staff work in clinical prep?

We are unable to provide as we do not have such a clearly defined role.

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

£ 46,443.07 (figure provided for 01.04.2019-29.02.2020)