



University Hospitals Plymouth NHS Trust
Freedom of Information
Information Governance Team
Bircham House
William Prance Road
Derriford
Plymouth
PL6 5WR

FOI email: plh-tr.foi-requests@nhs.net
FOI webpage: <https://www.plymouthhospitals.nhs.uk/foi>

29th October 2020

Date request received 19/10/2020
Our Ref: 20FOI271

request-700374-ba6078ce@whatdotheyknow.com

Dear Michael Acton

Date request received: 19/10/2020
Disclosure due date: 16/11/2020
Disclosure date: 29/10/2020

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Freedom of Information Act (FOI) 2000 – Response

We are writing with the Trust's response to your FOI request above.

University Hospitals Plymouth NHS Trust is confirming in accordance with section 1 (a) of the Act that it holds the information requested and is supplying it in accordance with section 1(b) unless otherwise specified.

For organisational context

University Hospitals Plymouth NHS Trust is the largest teaching hospital trust in the South West. For more information about the Trust please see our website: <https://www.plymouthhospitals.nhs.uk/about-us> and Trust contact details are available on the website at <http://www.plymouthhospitals.nhs.uk/contact-us>.

You asked

- 1. What, if any, bespoke software is used for managing and tracking FOI, Subject Access, DPA disclosure requests?**

The Trust does not use any bespoke software to manage or track FOI and disclosure requests.

2. If bespoke software is used, what was the start date, duration and value of the contract?

Not applicable

3. Is there an extension clause in the contract and, if so, the duration of the extension?

Not applicable

4. Has a decision been made yet on whether the contract is are being either extended or renewed?

Not applicable

5. Who is the senior officer/s (outside of procurement) responsible for managing the FOI, Subject Access, DPA disclosure request process?

Subject Access Requests and other DPA disclosure requests are managed by UHPNT 's Disclosure Team. FOI's are managed by UHPNT's Information Governance Team.

Attachments included: No

Internal review

Please note that if you are unhappy with this FOI response then you have the right to request that the Trust conducts an internal review. This request should preferably be by email to plh-tr.foi-requests@nhs.net or you can write to the address on the letter head. We will then arrange for an internal review of this FOI response. The Trust will also usually deal with disputes as an internal review.

Following the outcome of our internal review, if you remain dissatisfied, then you have the right to appeal to the Information Commissioner's Office (ICO) at:

Website: <https://ico.org.uk/make-a-complaint/> Tel: 01625 545 700

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

Re-use of Public Sector Information Regulations 2015

Provision under both the FOI Act 2000 and Environmental Information Regulations 2004 does not entitle you to re-use the information without appropriate permissions. The Trust is happy for its part to allow requesters to re-use the information it supplies under these laws; except for staff contact details.

We **do not** permit the forwarding or sale of staff/departmental contact details to any other third party and a specific Re-use of Information Regulations request is required for this purpose. No individual has provided consent for this purpose and it is not legal under GDPR. Other information can be re-used in compliance with the open Government Licence terms: Please click [here](#)

If relevant, you will need the permission of other information owners. This can occur when you receive a document [that](#) is co-authored or where the ownership is with another organisation.

Yours sincerely

Freedom of Information, Information Governance Team
University Hospitals Plymouth NHS Trust