

Dear Mr Finn

RE: Freedom of Information Request

Reference: FOI.17.CRY018

10 May 2017

Thank you for your request under the *Freedom of Information Act 2000* (the Act). This response is provided on behalf of NHS Croydon Clinical Commissioning Group (CCG). Your request along with the CCG's response is detailed below.

I am writing to ask for the CCG's organisation and people in charge of Finances and Continuing Health Care Services. I would like to receive below information please:

Which body is in charge for commissioning Continuing Health Care at the CCG:

NEL Commissioning Support Unit

Head of CCG CHC

Name: Stephen Warren

Job Title: Director of Commissioning

Email: See below

Phone: See below

Area cover: Croydon

NHS Croydon CCG considers the direct email addresses and telephone numbers requested exempt under *Freedom of Information Act 2000 Section 40(2)* (personal information) as they relate to the personal information of employees. The CCG follows guidance issued by the Information Commissioner's Office on the disclosure of personal data including direct contact details.

All members of staff can be contacted using the contact details on the website of the CCG:

<http://www.croydonccg.nhs.uk/contact-us/Pages/default.aspx>

Head of CCG Finances (CFO) - or equivalent

Name: Mike Sexton

Job Title: Chief Financial Officer

Email: See below

Phone: See below

Area cover: Croydon

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Please could you also provide the details of the area they cover?

They only cover Croydon.

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- State the name of the applicant and an address for correspondence
- Specify the document to be re-used
- State the purpose for which the document is to be re-used

Email

NELCSU.foi@nhs.net

Postal Address

NEL CSU
1 Lower Marsh
Waterloo
London
SE1 7NT

Website Address

www.nelcsu.nhs.uk

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<http://nationalarchives.gov.uk/documents/information-management/ogl-user-guidance.pdf>

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Privacy Notice (formerly known as Fair Processing Notice)

We will record your contact and request details in order to monitor and improve the service we provide and in order to discharge our statutory obligations under the Act. This information will be handled in accordance with the *NHS Confidentiality Code of Practice* and the *Data Protection Act 1998*.

Using Personal Data We Provide

You are required not to use personal data which is provided to you for electronic marketing (telesales, fax, e-mail) to our staff and comply with the *Privacy and Electronic Communications (EC Directive) Regulations 2003*. Provision of such personal data in response to a Freedom of Information or Environmental Information request does not constitute consent from the individual concerned.

The *Data Protection Act* gives individuals rights to prevent processing likely to cause substantial unwarranted damage or unwarranted distress (section 10) and to prevent processing for the purposes of direct marketing (section 11). You should be aware that selling, giving or sharing of



personal data could breach the *Data Protection Act*. NEL CSU on behalf of Clinical Commissioning Groups advises staff of their rights.

Review Procedure

If you feel that we have not met the requirements of the *Freedom of Information Act 2000*, you should contact the FOI Team at NELCSU.foi@nhs.net

If you remain dissatisfied, you can ask us to review our decision by making a written request for an internal review. In order to assist with the review, you should include your address, a description of the original request and the reasons why you are dissatisfied. Please send this to:

Email

NELCSU.foi@nhs.net

Postal Address

NEL CSU
1 Lower Marsh
Waterloo
London
SE1 7NT

Website Address

www.nelcsu.nhs.uk

The review will be handled by more senior staff who were not involved in the original decision. Although this will not apply to Section 36 claimed exemptions in accordance with Department of Health Directive, your request will still be reviewed. We aim to complete all internal reviews within 20 working days. If you then wish to appeal you should contact the Information Commissioner for an independent review at the following address:

Telephone

01625 545745

Postal Address

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

Website Address

www.ico.gov.uk

Feedback

Your feedback is welcome to help us improve the service we provide. Please send comments or suggestions to our address.

Yours sincerely

Freedom of Information Team

NEL CSU