

**Trust Headquarters**

County Hospital  
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Hereford  
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Tel: 01432  
364000

Email: [freedom.information@wvt.nhs.uk](mailto:freedom.information@wvt.nhs.uk)

23<sup>rd</sup> September 2014

Dear Sir

**FREEDOM OF INFORMATION ACT 2000 – REQUEST FOR INTERNAL REVIEW  
REQUEST3827**

I have now undertaken the Internal Review on your request 3827 and I set out below the findings concerning:

*That:*

*a) You have been directed by someone to give me the answer that you do not hold the information I seek. Can you please confirm who is directing you please?*

*b) Can you also confirm that you do not hold any information about the Continuity of Care (checklist) assessment because you should do – as your organisation is responsible for carrying them out. It is therefore fair to believe that this information is held by you, not the CCG.*

- a) Responses to Freedom of Information requests are sent out on behalf of Wye Valley NHS Trust by the Freedom of Information Coordinator, who will always have to confirm that the response is correct. In this particular case the details of the response sent to you were provided by a Head of Nursing.
- b) I am confirming that Wye Valley NHS Trust staff do not complete these assessments. Training sessions for ward staff have been put in place so that they have a greater understanding of the process but the full assessment is completed by the Continuity of Care Assessment Team who are within the Clinical Commissioning Group or Midlands and Lancashire Commissioning Service Unit.

As previously advised the Freedom of Information contact for the CCG is [foi.herefordshireccg@lancashirecsu.nhs.uk](mailto:foi.herefordshireccg@lancashirecsu.nhs.uk).

I understand that you have already contacted the Continuing Healthcare Clinical Lead who has offered further information to you should you require it.

I am aware that this internal review may not have resolved your requests for information and therefore if you are not satisfied with the review and process you have the right to complain to the Information Commissioner at:

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

Telephone: 01625 545 745 [www.ico.gov.uk](http://www.ico.gov.uk)

Yours faithfully

A handwritten signature in black ink, appearing to read 'Nicola Licence', with a stylized flourish at the end.

Nicola Licence  
**Company Secretary**  
**Wye Valley NHS Trust**