

Information Governance

Medical Directorate
NHS Grampian
Rosehill House
Foresterhill Site
Cornhill Road
Aberdeen
AB25 2ZG



BY EMAIL
Emmanuel Phillips
[request-777408-
231b968b@whatdotheyknow.com](mailto:231b968b@whatdotheyknow.com)

Date 4 August 2021
Our Ref FOI/2021/493
Enquiries to Information Governance Team
Extension 51319
Direct Line 01224 551319
Email gram.foi@nhs.scot

Dear Mr Phillips

Freedom of Information (Scotland) Act 2002

I refer to your e-mail dated 26 July 2021, requesting:

"We are currently updating data on your trust's document management system. Can you please complete the fields below with what you currently hold?"

Please enter 'No System Installed' under supplier name if your trust does not use the system:

System type - Document Management

Supplier name -

System name -

Date installed -

Contract expiration -

Notes - e.g. we are currently out to tender

Do you currently have plans to replace this system? - Yes/No

System definition:

Document Management system – Converts records into electronic format so that they can be viewed, moved around and managed electronically on screen. Acts as a live filing system. "

I can now respond as follows:

We are currently updating data on your trust's document management system. Can you please complete the fields below with what you currently hold?

Please enter 'No System Installed' under supplier name if your trust does not use the system:

System type - Document Management

Supplier name

Microtech

System name

Docman 7

Date installed

2012

Contract expiration

Ongoing annual contract during deployment of current GP IT systems.

Notes - e.g. we are currently out to tender**Do you currently have plans to replace this system? - Yes/No**

The replacement of this system is determined by National GP IT Re-Provisioning team.


Under section 20 (1) of the Act, if you are dissatisfied with the way NHS Grampian has dealt with your request, you have a right to request a review of our actions and decisions in relation to your request, and you have a right to appeal to the Scottish Information Commissioner.

A request for review must be made within 40 working days and should, in the first instance, be in writing to: Directorate of Corporate Communications, Foresterhill House, Foresterhill, Aberdeen, AB25 2ZB or by email to gram.foi@nhs.scot

Requests for appeal can be made by using the Scottish Information Commissioner's online service at www.itspublicknowledge.info/Appeal or should be made in writing to: Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS Telephone: 01334 464610, Fax: 01334 464611.

If you remain dissatisfied following an appeal to the Scottish Information Commissioner your recourse is to the Court of Session on a point of law.

Yours sincerely



Roohi Bains
Information Governance Manager & Deputy DPO
NHS Grampian