

Ref: FOI 551-21

Emmanuel Phillips  
[request-777425-5411eb78@whatdotheyknow.com](#)

Informatics  
3<sup>rd</sup> Floor, Cobbett House  
Oxford Road  
Manchester  
M13 9WL

28 April 2022

Direct Line: 0161 701 0375  
Email: [foi@mft.nhs.uk](mailto:foi@mft.nhs.uk)

Dear Mr Phillips,

With reference to your Freedom of Information request, please see below the information in response to your queries:

**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** - Hyland

**System name** - Onbase

**Date installed** - Currently in implementation phase

**Contract expiration** - 2027

**Notes - e.g. we are currently out to tender Do you currently have plans to replace this system?** - 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.**

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If you are unhappy with the way your request has been handled you may ask for an internal review by writing to the FOI team at the above address. If you are not satisfied with the outcome of the review, you can then ask the Information Commissioner's Office (ICO) to make a decision. Generally the ICO cannot make a decision unless you have completed the Trust's internal review process.

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The ICO contact details are:

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

Telephone: 0303 123 1113  
Website: [www.ico.org.uk](http://www.ico.org.uk)

Yours sincerely

FOI Team  
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