

**Chief Executive's Office**  
**Freedom of Information**

Ground Floor North  
Mountainhall Treatment Centre  
Bankend Road  
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✉ dg.feedback@nhs.net



Ref.: 20-042  
Date:

**FREEDOM OF INFORMATION (SCOTLAND) 2002**

Thank you for your email, dated 24 January, where you requested information through the Freedom of Information (Scotland) Act 2002. Please find below responses to the questions you raised.

1. Does the trust currently have an Electronic Document Management System (EDMS) in place?  
Yes, as part of our Clinical Portal deployment
2. If so, what EDMS is deployed?  
Orion
3. When was the system deployed?  
2015
4. When does the contract with the EDMS supplier end or when is the review date?  
Rolling annual support/licensing April 2020
5. What is the rough spend on the EDMS either annually or total contract value (TCV)?  
£178k
6. How was the EDMS procured, i.e. via framework and if so, which one?  
CCN for SPRINTII
7. Does the trust have an Electronic Patient Record (EPR) system in place?  
Yes - as above
8. If so, what EPR is deployed?  
As above
9. When was the EPR deployed?  
As above
10. What is the value of the EPR contract, either annually or total contract value (TCV)?  
As above
11. When is the current EPR contract due for renewal?  
As above
12. Does the trust store active physical patient files in-house or off-site?  
A combination of in-house or off-site
13. If off-site, who is the current storage provider?  
Oasis Document Storage
  - i) When is the contract due for renewal?  
March 2020

14. How many files/boxes are stored off-site?  
4664 boxes stored off site
15. If physical files are stored on-site, roughly how many files/boxes are in the trusts library?  
Approximately 180 boxes are stored on site.
16. How many WTE/FTE work within the library?  
NHS Dumfries and Galloway do not have a library. The Scanning Bureau has 8 FTE member of staff.
17. How many clinical appointments does the trust average each day/week/month?  
ISD Scotland routinely publish this information on their website under Acute Hospital Activity <https://www.isdscotland.org/>. Therefore this request is exempt under section 25 of FOISA as it is reasonably accessible.

Under section 20 (1) of the Act, if you are dissatisfied with the way NHS Dumfries and Galloway 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 forty working days from 20 February 2020 and should, in the first instance, be in writing to Jeff Ace, Chief Executive, NHS Dumfries and Galloway, Ground Floor North, Mountainhall Treatment Centre, Bankend Road, Dumfries DG1 4AP or by e-mail to [dg.feedback@nhs.net](mailto:dg.feedback@nhs.net). You must provide your name, an address for correspondence, details of your original request and why you want a review.

If our decision is unchanged following review and you remain dissatisfied with this, you have the right to make a formal appeal to the Scottish Information Commissioner. Requests for appeal should be made in writing to the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS, telephone 01334 464610, fax 01334 464611 or email: [enquiries@itspublicknowledge.info](mailto:enquiries@itspublicknowledge.info)

Yours sincerely

Freedom of Information Officer