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|----------|---------------------------------|
| Date | 20 December 2019 |
| Your Ref | |
| Our Ref | SF/CL/FOI 5593 |
| Email | Fife-uhb.foirequestfife@nhs.net |

Dear Mr Stonard

FREEDOM OF INFORMATION REQUEST

Thank you for your Freedom of Information Request which we received on 12th December 2019.

Question 1. Does the trust currently have an Electronic Document Management System (EDMS) in place?

Response: **No single EDMS is in place.**

Question 2. If so, what EDMS is deployed?

Response: **N/A**

Question 3. When was the system deployed?

Response: **N/A**

Question 4. When does the contract with the EDMS supplier end or when is the review date?

Response: **N/A**

Question 5. What is the rough spend on the EDMS either annually or total contract value (TCV)?

Response: **N/A**

Question 6. How was the EDMS procured, i.e. via framework and if so, which one?

Response: **N/A**

Question 7. Does the trust have an Electronic Patient Record (EPR) system in place?

Response: **No single EPR system is in place.**

Question 8. If so, what EPR is deployed?

Response: **N/A**

Question 9. When was the EPR deployed?

Response: **N/A**

Question 10. What is the value of the EPR contract, either annually or total contract value (TCV)?

Response: **N/A**

Question 11. When is the current EPR contract due for renewal?

Response: **N/A**



Question 12. Does the trust store active physical patient files in-house or off-site

Response: In-house

Question 13. If off-site, who is the current storage provider?

Response: N/A

Question 14. How many files/boxes are stored off-site

Response: N/A

Question 15. If physical files are stored on-site, roughly how many files/boxes are in the trusts library?

Response: 372,633 Acute and 46,325 Maternity

Question 16. How many WTE/FTE work within the library

Response: 9.5 WTE

Question 17. How many clinical appointments does the trust average each day/week/month?

Response: 29,000 per month

I hope this information is helpful to you. Please do not hesitate to contact me on 01592 643355 ext 28977 or email fife-uhb.foirequestfife@nhs.net if we can be of further assistance.

If, however, you are unhappy with any aspect of how we have dealt with your request you can ask us to review the handling of your request. Please write to me specifying the reasons why you are seeking a review within 40 working days of the date of this correspondence. I shall arrange for a review to be carried out and a report made to the Chief Executive of NHS Fife who will respond to your request for a review.

You also have the right to apply to the Scottish Information Commissioner after the immediate response from us or after our response to your request for a review but you have to do so within 6 months of our reply.

Contact details are below:

Office of the Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife KY16 9DS
<http://www.itspublicknowledge.info/>

Please acknowledge receipt of this email.

Yours sincerely

Susan Fraser
FOI Lead Officer, NHS Fife