



## London Shared Service

London Shared Service @ SWL CCG

120 The Broadway

London

SW19 1RH

Email: [NELCSU.foi@nhs.net](mailto:NELCSU.foi@nhs.net)

Dear E A Lee

Reference: FOI.22.SWL039

22 June 2022

### Re: Freedom of Information request

Thank you for your request under the *Freedom of Information Act 2000* (the Act). This response is provided on behalf of NHS South West London Clinical Commissioning Group (CCG).

Your request along with the CCG's response is detailed below.

#### 1. Please provide me with:

##### a. Your current policy, guidelines etc. on fertility treatment, gamete extraction and storage

NHS South West London CCG does hold this information. The CCG considers that this information is exempt from disclosure under the *Freedom of Information Act 2000*, *Section 21 (Information reasonably accessible to the applicant by other means)*, which provides an exemption from the duty to disclose information which is accessible to the Applicant by other means. This information is already available in the public domain and can be accessed at: [Microsoft Word - SWL-ACT-and-Fertility-Preservation-Policy-v1.0-FINAL \(1\) \(swlondonccg.nhs.uk\)](https://www.swlondonccg.nhs.uk/preservation-policy-v1.0-final-1)

##### b. Any superseded document on fertility treatment, gamete extraction and storage

Not applicable.



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## Copyright and Re-Use of Public Sector Information

London Shared Service (LSS) handles Freedom of Information requests on behalf of the NHS Clinical Commissioning Groups across London.

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- Make a request in writing to the address below,
- State the name of the applicant and an address for correspondence,
- Specify the document to be re-used,
- State the purpose for which the document is to be re-used

### Email

[NELCSU.foi@nhs.net](mailto:NELCSU.foi@nhs.net)

### Postal address

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<http://nationalarchives.gov.uk/documents/information-management/ogl-user-guidance.pdf>

## London Shared Service

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### **Privacy Notice (formerly known as Fair Processing Notice)**

We will record your contact and request details in order to monitor and improve the service we provide and in order to discharge our statutory obligations under the Act. This information will be handled in accordance with the NHS Confidentiality Code of Practice and the *Data Protection Act 2018*.

### **Using personal data we provide**

You are required not to use personal data which is provided to you for electronic marketing (telesales, fax, e-mail) to our staff and comply with the Privacy and Electronic Communications (EC Directive) Regulations 2003. Provision of such personal data in response to a Freedom of Information or Environmental Information request does not constitute consent from the individual concerned.

The *Data Protection Act* gives individuals rights to prevent processing likely to cause substantial unwarranted damage or unwarranted distress (section 10) and to prevent processing for the purposes of direct marketing (section 11). You should be aware that selling, giving or sharing of personal data could breach the *Data Protection Act*. LSS advises staff of their rights on behalf of Clinical Commissioning Groups.

### **Review procedure**

If you feel that we have not met the requirements of the Freedom of Information Act 2000, you should contact the FOI Team at: [NELCSU.foi@nhs.net](mailto:NELCSU.foi@nhs.net)

If you remain dissatisfied, you can ask us to review our decision by making a written request for an internal review. In order to assist with the review, you should include your address, a description of the original request and the reasons why you are dissatisfied. Please send this to:



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The review will be handled by more senior staff who were not involved in the original decision.

Although this will not apply to Section 36 claimed exemptions in accordance with Department of Health Directive, your request will still be reviewed. We aim to complete all internal reviews within 20 working days. If you then wish to appeal you should contact the Information Commissioner for an independent review at the following address:

**Telephone**

0303 123 1113

**Postal address**

The Information Commissioner,  
Wycliffe House,  
Water Lane,  
Wilmslow,  
Cheshire,  
SK9 5AF

**Website address**

[www.ico.gov.uk](http://www.ico.gov.uk)

**Feedback**

Your feedback is welcome to help us improve the service we provide. Please send comments or suggestions to our address.

Yours sincerely,

**Freedom of Information Team**

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