

Information Governance Department

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Request for Information

Dear Mr Foxwell,

I am writing regarding your request for information which we received via email on 10/10/2018. In that request you asked for information in relation to patient appointment letters.

We are pleased to provide the following information in response to your specific questions.

I would like to know whether the Trust has outsourced the printing of patient appointment letters or whether patient letters are still printed in house.

If the letter printing has been outsourced please confirm the name of the incumbent provider and the contract expiry date.

All our patient letters are printed in-house.

If you have any queries about our response, please let me know by writing to the above address.

Yours sincerely,

Laura Sillitoe

Freedom of Information and Information Governance Support Officer