

Homerton Healthcare NHS Foundation Trust
St Leonards Hospital, A Block, 2nd Floor
Nuttall Street
London
N1 5LZ

11th January 2023

Email: huh-tr.foi@nhs.net

www.Homerton.nhs.uk

Dear Sir/Madam,

Ref: FOI 6915 - SAR

Thank you for your recent Freedom of Information request. Please see the Trust's response below:

Your request and Trust Response:

- 1. How many SARs (not other types of data protection requests) have been made to the trust in the last 12 months?** From Jan 2022 – Sept 2022, we have received a total 1848 Subject Access request – please note we report this Quartey and therefore data (Oct- Dec) is not yet completed.
- 2. How many SAR requests have gone over a deadline (either the standard 30 day allocation or the extended 90 day allocation for more complicated responses)?** In the period from Jan 2022 – September 2022, a total of 55 request have gone over the one calendar month period as allowed within the regulation
- 3. How many staff are usually contacted to provide data to contribute to the request?**
We have a total of 17 WTE on Medical Records from that 3 staff are on SARs. We also have one full time Information Governance Officer who processes SARs
- 4. On average how many hours are spent dealing with a SAR?** We do not record/hold this information
- 5. Do you have any software to assist with SAR production and if so, which?** No software used
- 6. Who has budget responsibility over the costs & resources required to respond to the SARs?**
Please provide
This will fall with the Head of Information Governance and Head of Healthcare Record
When responding to FOI requests, the Trust does not normally release the names of employees below Director level. If you wish to contact the above requested posts, please do so through our main switchboard.

Homerton Hospital Switchboard Number is: 0208 510 5555

If you have any queries about this response please contact the Information Governance manager in the first instance at, huh-tr.foi@nhs.net. If following that, you still have any concerns, you may contact the Information Commissioner either by letter, FOI/EIR Complaints resolution, Wycliffe House, Water Lane, Wilmslow, Cheshire SM9 5AF, or by email www.informationcommissioner.gov.uk to take the matter further.

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Yours faithfully,

Mohammed Uddin

Information Governance and FOI Officer