

## Acknowledgement to Applicant

FOI ID:8141

Your request has been logged and will be dealt with under the terms of the Freedom of Information Act 2000.

Further clarification may be required to ensure your request is dealt with appropriately. If this is the case we will make further contact with you. In some circumstances a fee may be payable and if that is the case, we will let you know. A fees notice will be issued to you, and you will be required to pay before we will proceed to deal with your request.

As per the terms of the Freedom of Information Act we expect to have responded to you no later than 20 working days from the date received; however please note that due to the current Covid-19 pressures some responses may be delayed where staff have been redeployed to work in other areas/ within our providers. Where a 20 day response is not available we will ensure you are updated regarding revised timeframes.

If you have any queries, please do not hesitate to contact us via [sthelensccg.foi@nhs.net](mailto:sthelensccg.foi@nhs.net) quoting the reference number above.