



Ref: FOIA Reference 2021/22-008

Royal Stoke University Hospital  
Data, Security and Protection  
Newcastle Road  
Stoke-on-Trent  
Staffordshire  
ST4 6QG

Date: 13<sup>th</sup> April 2021

Email [foi@uhn.nhs.uk](mailto:foi@uhn.nhs.uk)

Dear

I am writing in response to your email dated 7<sup>th</sup> April 2021 requesting information under the Freedom of Information Act (2000) regarding digital records

***The University Hospitals of North Midlands Trust is committed to the Freedom of Information Act 2000.***

***However, the NHS is facing unprecedented challenges relating to the coronavirus (COVID-19) pandemic at the current time. Understandably, our resources have been diverted to support our front-line colleagues who are working tremendously hard to provide care for our patients, and to those in need of our services.***

***We strive to be transparent and to work with an open culture. But at this time, whilst care of our patients and the safety of our staff takes precedent, it is likely that responses to some requests for information will be delayed. We apologise for this position in advance, and will endeavour to provide you with as much information as we can, as soon as we are able.***

***The Information Commissioners Office has recognised the current situation in the NHS***

As of 1<sup>st</sup> November 2014 University Hospitals of North Midlands NHS Trust (UHNM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

**Q1 In January 2019, the Government announced its new [NHS Long Term Plan](#), and part of that plan requires all secondary healthcare providers to transition to digital records by 2023. We are now two years into the plan, and we would like to establish where your Trust is within the process. We would be grateful if you could respond to the questions below.**

**1. Have you already started digital conversion of your paper medical records?**

**YES/NO**

**If YES, which outsource provider do you use?**

**1. a) Do you undertake any scanning in-house? YES/NO**

**A1 The Trust has been scanning records since 2005 and now all Outpatient activity is either scanned after each episode or information recorded directly on to the Trust's Clinical Portal.**

All scanning is completed in-house

**Q2** If you have not yet started to digitise your medical records do you have a timescale for when you would like to start this project? Please advise one of the following.

- Within 6 months
- Within 12 months
- Within 18 months
- Within 24 months
- Other (please state estimated timescale)
- No plans

A2 Not applicable as scanning has commenced

**Q3** If you are planning a digital transformation project, how will you manage the procurement?

- OJEU
  - Framework
  - Other (please advise which)
3. a) If the answer is Framework, which framework will you use? Please advise one of the following.
- LPP
  - ESPO
  - SBS
  - H.T.E.
  - NOE CPC
  - Other (please advise which)

A3 HTE framework for kit as well as 'Other' – development of in-house built portal for digital records.

**Q4** Who has responsibility for digital transformation/medical records digitisation within the Trust? Please provide:

- Name
- Job title
- Contact details

A4 See below:

Name Mark Bostock  
Job title Director of IM&T UHNM  
Contact details 01782 672472

**Q5** Does the Trust have an EDMS (Electronic Document Management System)? YES/NO  
If YES:

- Which system is in use?
- When does the contract expire?

If NO, does the Trust have a plan to procure an EDMS? YES/NO

A5 Cube Solutions used to scan hardcopy records. There are no plans at present to procure an alternative scanning solution

**Q6** What are the timescales to procure an EDMS? Please advise one of the following.

- Within 6 months

- **Within 12 months**
- **Within 18 months**
- **Within 24 months**
- **Other (please state estimated timescale)**
- **No plans**

A6 Not applicable

**Q7 Which EPR (Electronic Patient Record) systems does the Trust use?**

A7 Medway, System C

**Q8 Does the Trust have the ability to deliver “Virtual Clinics”? YES/NO**

A8 Yes

\*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

***UHNM NHS Trust is a public sector body and governed by EU law. FOI requestors should note that any new Trust requirements over the EU threshold will be subject to these regulations and will be advertised for open competition accordingly.***

Where the Trust owns the copyright in information provided, you may re-use the information in line with the conditions set out in the Open Government Licence v3 which is available at <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>. Where information was created by third parties, you should contact them directly for permission to re-use the information.

An anonymised copy of this request can be found on the Trust’s disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

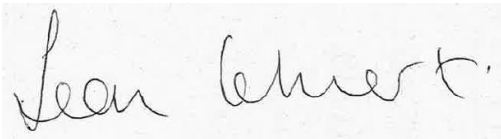
Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust’s FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner’s Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via [www.ico.org.uk](http://www.ico.org.uk).

If following review of the responses I can be of any further assistance please contact my secretary on 01782 671612.

Yours,

A handwritten signature in black ink on a light-colored background. The signature reads "Jean Lehnert" in a cursive, slightly slanted script.

Jean Lehnert  
**Data, Security & Protection Manager**