



Ref: FOIA Reference 2024/25-651

Date: 23rd January 2025

Email foi@uhnm.nhs.uk

Dear Sir/madam

I am writing to acknowledge receipt of your email dated 20th December 2024 requesting information under the Freedom of Information Act (2000) regarding Multilingualism.

Q1 Under the Freedom of Information act (2000), I would like to request information in relation to the following questions:

Does the Trust have guidelines on translation and interpreting?

A1 Yes the Trust does have guidelines on translation and interpreting.

Q2 If so, please could you share the guidelines/ policy?

A2 Please find attached Policy C11.

Q3 Does the Trust offer (separate) guidance for multilingual members of staff in regard to translation and interpreting?

A3 No the Trust does not offer (separate) guidance for multilingual members of staff in regard to translation and interpreting.

Q4 If so, please could you share the guidelines/ policy?

A4 Not applicable.

Q5 Does the Trust hold a database or record of languages spoken by staff?

A5 No the Trust does not hold a database or record of languages spoken by staff.

Q6 Does the Trust employ in-house interpreters?

A6 No the Trust does not employ in-house interpreters.

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

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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 relating to the response please 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.

Yours,



Leah Carlisle
Head of Data, Security & Protection and Health Records
Data Protection Officer



University Hospitals
of North Midlands
NHS Trust

