

Information Governance

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Our reference: FOI DA3110

I am responding to your request for information received 13th May 2019. This has been treated as a request under the Freedom of Information Act 2000.

I am now enclosing a response which is attached to the end of this letter. Please do not hesitate to contact me on the contact details above if you have any further queries.

Yours sincerely,

Ayomide Adediran
Information Governance Coordinator

If you are dissatisfied with the Trust's response to your FOIA request then you should contact us and we will arrange for an internal review of this decision. If you remain dissatisfied with the decision following our response to your complaint, you may write to the Information Commissioner for a decision under Section 50 of the Freedom of Information Act 2000. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Tel: 0303 123 1113

Web: www.ico.org.uk

Please note that the data supplied is not allowed to be re-used and/or published without the explicit consent of East London NHS Foundation Trust. Please contact the signatory to request permission if this is your intention

Request:

I would like to make a Freedom of Information Request for the following information;

- 1. Job description of all staff with FOI in their remit and structure chart detailing where the roles sit within your organisation, how many staff employed and at what bands WTE. a). No of FOI requests received in last 3 financial years b). No of responses over the 20 day deadline**
- 2. Who deals with Subject Access Requests in your organisation? Is this patient and staff/other? a).Structure charts showing where these teams sit within the organisation, how many staff are employed and at what bands WTE b).No of requests received in last 3 financial years separating patient medical record requests and staff/other c).No of responses where you have used the 2 month extension for complex requests d) Job description of all staff with SAR's in their remit**
- 3. Structure chart showing where staff handling claims against the organisation sit within the organisation, how many staff are employed and at what bands WTE a).Job descriptions of all staff with claims management/processing in their remit b).No of claims received in the last 3 financial years**
- 4. Does your organisation have its own in-house legal team? a). If so please provide a structure chart showing where the Legal Team sit within the organisation, how many staff are employed and at what bands WTE b).Job descriptions of all staff working within the Legal Team**

Answer:

The Trust has reviewed your request for information under the Freedom of Information Act 2000. To answer these questions the Trust would need to contact several departments within the Trust to collate this information as the information you require is not held centrally. Therefore, the Trust is unable to comply with your request as the cost of compliance and extracting your exact requirements would exceed the appropriate cost limit of £450 which is specified in Section 12 of the Freedom of Information Act 2000. This is based on a rate of £25 per hour, regardless of the rate of pay of any individual involved in the retrieval of requested information, and equates to 18 hours work.