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Freedom of Information Act Disclosure log - Reply Extract

You asked

There are two departments that produce CDs in a formal way as part of a central administration team on behalf of the organisation. They are (a) Picture Archive Communication System (PACS) and our (b) Subject Access Team.

Where answers from department are different the (a) and (b) has been used to identify it with that department. The Trust cannot confirm that the answers provided capture all cd production other departments may produce them on an adhoc basis. The cost associated with locating, extracting and collating a complete reply would exceed the appropriate limit specified in the Act; see section 12.-(1).

Please may I request the following information:

1. How many CDs does your department produce per annum for the distribution of patient images?*

The Trust does not have the granularity to report this information across the whole organisation.

We can advise you that:

- (a) Burnt 315 CDs from 01/06/17 to 01/06/18 within PACS.
- (b) Does not have the granularity to report this information

2. How many CDs does your department produce per annum for interested 3rd parties such as insurance companies or solicitors?*

For the financial year of 2017/18 we produced 17 discs for requests received from Insurance companies and 2105 discs for requests received from Solicitors.

3. What is the cost of CD production for patient images, e.g. materials for your department per annum?*

The Trust does not record this information.

4. What are the time/resource costs associated with CD production for patient images for your department per annum?*

The Trust does not record this information.

(a) Has advised us that it is less than five minutes per disc

5. What are the costs of postage/couriering of CDs of patient images for your department, per annum?*

The Trust does not record this information. All discs are sent 2nd Class.

6. Please provide a breakdown of total costs of CDs for patient images to other hospitals for your department, per annum?*

The Trust does not record this information. Information is sent safely electronically

7. Please provide a breakdown of total costs of CDs to patients for your department, per annum?*

The Trust does not record this information for all departments.

(b) For the financial year of 2017/18 we produced 301 discs for requests received from patients. Our current external scanning company charges us £25.00 per disc they produce. Total cost therefore would be £7,525 for these requests.

8. Please provide a breakdown of total costs of CDs to interested 3rd parties for your department such as insurance companies or solicitors, per annum?*

For the financial year of 2017/18 we produced 17 discs for requests received from Insurance companies and 2105 discs for requests received from Solicitors. Our current external Scanning company charges us £25.00 per disc they produce. Total cost for these requests was £53,050.

9. Are the CDs dispatched from your department that contain patient data consistently encrypted / password protected?*

Yes

10. Can you provide information on the number of CDs that are lost or misplaced before they reach the intended recipient?*

No such record exists.

***If you use a centralised administration team to administer imaging for your department please include this information to the above questions.**

Not applicable

Attachments included: No