

Date: **17 July 2019**

Our reference: **FOIRQ5292**

Dear Sir/Madam,

Thank you for your request for information processed under the Freedom of Information Act 2000. Please see our response to your requests for information below:

Your Request and Our Response (in bold)

Great Ormond Street Hospital for Children NHS Foundation Trust (the 'Trust') is a single site, specialist tertiary paediatric trust. Please see our response to your following request for information:

1. Does your Trust use pen and paper to build patient records? If so, in which departments? **Yes - All departments within the Trust.**

2. Does your Trust use analogue tape dictation to record patient encounters? If so, in which departments? **Yes (as well as Digital Dictation) in all departments within the Trust**

3. Who in the Trust is responsible for digitising paper records? **Digitisation of paper records was previously managed by the ICT department in working together with our Records Management team. This was the EDM project; but we have since replaced the need for paper records with a new EPR system and Helen Vigne is our Head of EPR Programme.**

Please note:

The information provided under the Freedom of Information Act 2000 is the information held on the date your request was received by the Trust.

We trust the information provided is sufficient and helped to answer any issues, concerns or questions. Should you have any further queries in relation to this request, please do not hesitate to contact the FOI Team and quote the above reference number on any related correspondence.

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Yours sincerely

Freedom of Information team

Great Ormond Street Hospital for Children NHS Foundation Trust
Email: foiteam@gosh.nhs.uk

[Enclosed – Your rights – see next page]

Your Rights

If you are dissatisfied with the response you have received to your request for information, please contact the FOI team and quote your reference number on all correspondence relating to your request.

You can also write to the Head of Quality & Safety at the following address:

Quality & Safety team
Great Ormond Street Hospital
LONDON
WC1N 3JH

If you are still not satisfied with your response, you also have the right to appeal to the Information Commissioner.

You can contact the Information Commissioner's Office at the following address:

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