



**The Clatterbridge  
Cancer Centre**  
NHS Foundation Trust

Clatterbridge Road  
Bebington  
Wirral  
CH63 4JY

Tel: 0151 556 5000  
Web: [www.clatterbridgecc.nhs.uk](http://www.clatterbridgecc.nhs.uk)

Date: 22 November 2018

**Re: Freedom of Information Request**  
**Ref: 225-2018**

Thank you for your email dated 19th October 2018 requesting information regarding records management expenditure at the Trust.

The information that you require is as follows:

**This request concerns records management expenditure at your healthcare authority.**

**1) Please state the:**

**a) Number of fax machines purchased**

**b) Total spend on fax machines**

**By your authority in each of the following financial years:**

**i) 2013/14**

**ii) 2014/15**

**iii) 2015/16**

**iv) 2016/17**

**v) 2017/18**

**vi) 2018/19 to 19.09.18**

**No fax machines have been purchased during the financial years mentioned above.**

2) Please state the amount spent by your records department on transferring paper records in each of the following financial years

**Our Trust holds a Service Level Agreement (SLA) with Wirral University Teaching Hospital NHS Foundation Trust (WUTH) for the transport of records. The costings for this are as follows:**

- i) 2013/14 - **Information not held**
- ii) 2014/15 - **£132,043**
- iii) 2015/16 - **£134,051**
- iv) 2016/17 - **£136,440**
- v) 2017/18 - **£137,804**
- vi) 2018/19 to 19.09.18 - **£64,693**

3) Please state the amount spent by your records department on couriers to transfer physical records in each of the following financial years.

**We do not use couriers to transfer patient records; this is done by employed WUTH staff as part of our SLA.**

- i) 2013/14
- ii) 2014/15
- iii) 2015/16
- iv) 2016/17
- v) 2017/18
- vi) 2018/19 to 19.09.18

4) Please state the amount spent by your records department on taxis or private hire vehicles to transfer physical records in each of the following financial years.

- i) 2013/14- Nil
- ii) 2014/15- Nil
- iii) 2015/16- £68.16
- iv) 2016/17- Nil
- v) 2017/18- Nil
- vi) 2018/19 to 19.09.18- Nil

Should you require any further information please do not hesitate to contact me on the email address provided below.

Please remember to quote the reference number above in any future communications.

If you are dissatisfied with the handling of your request, you have the right to ask for this to be investigated internally.

If you are dissatisfied with the information you have received, you have the right to ask for an internal review.

Both processes will be handled in accordance with our Trust's Freedom of Information Policy and the Freedom of Information Act 2000.

Internal investigation and internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Freedom of Information Review, The Clatterbridge Cancer Centre NHS Foundation Trust, Clatterbridge Road, Bebington, Wirral, CH63 4JY

If you are not satisfied with the outcome of the internal investigation/review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

**In order for us to ensure customer satisfaction and to monitor compliance with the Freedom of Information Act 2000, we would be grateful if you could take a couple of minutes to complete a short feedback form via the link below:**

<https://www.surveymonkey.co.uk/r/H39RFMM>