

Date: 02/10/2019

FREEDOM OF INFORMATION REQUEST FOI/015003 – Induction of labour

I am writing to you under the Freedom of Information Act 2000 to request information from the Dudley Group NHS Foundation Trust concerning induction of labour at your maternity service. The information will form part of a research project, so I am very grateful for your kind attention to this request. The following parts of this request are limited to documents created, circulated, and/or distributed between April 2018 and March 2019, inclusive:

- All Trust guidelines and all staff guidelines that contain information regarding induction of labour, including but not limited to indications for induction of labour, the risks and/or benefits of induction of labour, best clinical practices concerning induction of labour, and/or guidance for counselling patients concerning induction of labour.
- Please see attached
- All leaflets, posters, form letters, information sheets, or other similar products provided to patients that contain information concerning induction of labour, including but not limited to indications for induction of labour, the risks and benefits of induction of labour, and/or clinical information about induction of labour. - Please go to the Trust website <http://www.dgft.nhs.uk/services-and-wards/maternity/maternity-information-leaflets/> and scroll to 'having your labour induced'
- All minutes of meetings of Trust personnel at which Trust policies, communications and/or guidelines related to induction of labour were discussed. - Policies are not approved at face to face meetings therefore minutes are not held. Policies are considered for approval via the Trusts secure nhs.net e-mail communication system. See below regarding access to the Trust's e-mail communications..
- All email communications between Trust personnel and/or between Trust personnel and other public employees/officials (inclusive) that mention existing or proposed Trust policies and/or guidelines regarding induction of labour.

The Trust's email provider is NHS Digital, NHS Digital has stated that 'forensic' searches (for example, Human Resources (HR), criminal, clinical) can be initiated by the organisations HR director / CEO for which the account resides in at the time of request.

NHS Digital does not provide a provision to provide searches into organisations email accounts for FOI requests. When data is recovered on behalf of another organisation, there are no guaranteed times to return data and requests are processed on a first come, first served basis. No attempt will be made to prioritise requests.

If the information is held for the calendar year rather than the financial year, then please amend the request to apply to calendar year 2018.

If gathering any of the above mentioned information will exceed the 18h time limit, please provide as much information as you are able to within the time frame.