

Trust Headquarters
 Russell's Hall Hospital
 Dudley
 West Midlands
 DY1 2HQ

Ref: FOI-052023-00082

Date: 20/06/2023

Address / Email:

Dear

Request Under Freedom of Information Act 2000

Thank you for requesting information under the Freedom of Information Act 2000.

Request

Would you be able to confirm if:

- paper notes/drug charts are used anywhere in the trust, alongside electronic paper notes/drug charts?
- if so, are there any plans to migrate away from paper to electronic? if not, how often is the decision reviewed?
- if so, does the trust keep track of serious incidents etc related to paper specifically e.g. misreading of handwritten comments/doses?
- How many incidents happened within the last year (or period the trust tracks)?
- if not, how long ago did the trust migrate away from paper notes?

Response

<p>1) paper notes/drug charts are used anywhere in the trust, alongside electronic paper notes/drug charts?</p>	<p>Electronic prescribing and medicines administration (EPMA) has been deployed in all adult in-patient ward areas since Aug 2020, alongside a phased electronic patient record (EPR)</p>
<p>if so, are there any plans to migrate away from paper to electronic? if not, how often is the decision reviewed?</p>	<p>Yes, a phased plan to move to Trust wide EPMA and EPR is in progress. We have a rolling programme of work which is reviewed every quarter</p>
<p>2) if so, does the trust keep track of serious incidents etc related to paper specifically e.g., misreading of handwritten comments/doses?</p>	<p>The trust manages all Serious incidents in accordance with policy</p>

<p>3) How many incidents happened within the last year (or period the trust tracks)?</p>	<p><i>There are no subcategory headings in the Incident Management system to enable us to run reports for the information requested and it is therefore not readily available in a reportable format. To obtain the information, we would have to manually check each incident which has been recorded on our incident management software which would take us beyond the appropriate limit as set out in Section 12 of the Freedom of Information Act.</i></p>
<p>4) if not, how long ago did the trust migrate away from paper notes?</p>	<p>N/A</p>

If you are dissatisfied with our response, you have the right to appeal in line with guidance from the Information Commissioner. In the first instance you may contact the Information Governance Manager of the Trust.

Information Governance Manager
Trust Headquarters
Russell's Hall Hospital
Dudley
West Midlands
DY1 2HQ
Email: dgft.dpo@nhs.net

Should you disagree with the contents of our response to your appeal, you have the right to appeal to the Information Commissioners Office at.

Information Commissioners Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF
Tel: 0303 123 1113
www.ico.org.uk

If you require further clarification, please do not hesitate to contact us.

Yours sincerely

**Freedom of Information Team
The Dudley Group NHS Foundation Trust**