

**THE DUDLEY GROUP NHS FOUNDATION TRUST**

FREEDOM OF INFORMATION REQUEST reference FOI 014798

26/6/19

**1. How many patient files and/or records have gone missing from all departments?**

The Trust is currently improving the way it stores and records paper records through a Radio Frequency Identification (RFID) system

The Trust records paper case notes that are missing for less than 3 months.

Year	Number of Case notes gone missing
2014	179
2015	336
2016	329
2017	117 (A Data Quality issue has been identified in the recording of the 'notes missing' data figures. Less notes have been recorded missing than those eventually being recorded as lost)
2018	15 (A Data Quality issue has been identified in the recording of the 'notes missing' data figures. Less notes have been recorded missing than those eventually being recorded as lost)
<b>Grand Total</b>	<b>976</b>

**2. How many patient files and/or records have gone missing, and subsequently found?**

Year	Number of Case notes gone missing and then found
2014	122
2015	262
2016	163
2017	As there are data quality issues in the recording of the data for 2017 this number is not held via the electronic reporting tool
2018	As there are data quality issues in the recording of the data for 2018 this number is not held via the electronic reporting tool.

**3. How many patient files and/or records have been lost and not found over the last 5 years, broken down by year please?**

For paper case notes that are deemed as lost and have been missing for more than 3 months

Year	Number of Case notes lost and not found
2014	57
2015	74
2016	166
2017	126
2018	122
<b>Grand Total</b>	<b>545</b>

**4. Can you please list the name of each department relating to each case of lost or missing medical records for each year in the past 5 years?**

The Trust is unable to pull this information from the electronic reporting tool. The information is held in summary field of the case note tracking of each individual patient case note not detailed centrally on a report.

**5. Over the last five years when patients' medical files and records have been misplaced or lost, on how many occasions**

**a) were people alerted**

Patients are informed when this would affect their attendance or admission.

The Trust does have patient information held electronically (clinic letters, attendance information and test results) and Doctors will often see patients with that information should the notes not be available on the day of the appointment.

**b) not alerted and**

Patients are informed when this would affect their attendance or admission.

The Trust does have patient information held electronically (clinic letters, attendance information and test results) and Doctors will often see patients with that information should the notes not be available on the day of the appointment.

**c) paid compensation to a patient/patients as a consequence – and what was the amount paid in each case?**

There is no record of compensation for notes missing/lost being paid.

**If you have done c) please can you break down the amount and year**

Not applicable

**d) Was the Information Commissioner involved?**

No the Information Commissioner has not been involved.

**If so, can you tell me which year and what was the outcome?**

Not applicable