

South Wing
Kempston Road
Bedford
MK42 9DJ

Tel: 01234 355 122
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29/07/2020

Dear Requester,

Thank you for your Freedom of Information request which was received within the Trust.

In accordance with S.1 (1) (a) of the Freedom of Information Act 2000 (FOIA), I can confirm that we do hold the information relevant to your request.

1. How many SARs have been made to your organisation in the last recorded 12 month period?

1072

2. Please provide a breakdown of the specific departments/directorates that these SARs relate to.

This is not recorded in this way

3. Is there a central response to SARs or is it devolved to the departments involved?

This is a mixture of both

4. How many staff deal with responses - estimate of Full Time Equivalents needed to provide SAR responses (Alternatively - hours per typical SAR response)?

1.6 wte

5. Do you have any software to assist with SAR production (e.g. search over multiple unstructured document files, or automatic redaction of Personally Identifiable Information (PII))?

No

6. Who has budget responsibility over the costs & resources required to respond to the SARs. Please provide Name: Title: Direct Email: Direct Phone Number:

IG Manager, Llinos Bradley, llinos.bradley@bedfordhospital.nhs.uk

This information is provided for your personal use and is the property of Bedford Hospital NHS Trust and subject to any existing Intellectual Property and Database Rights. Any commercial application or use of this information may be subject to the provisions of the Re-use of Public Sector Information Regulations 2015 (RPSI). This means that if you wish to re-use the information provided for commercial purposes for any reason you must ask the Trust for permission to do so.

Please note that the Trust has a formal internal review and complaints process which is managed by the Information Governance Manager/Data Protection Officer. Should you have any concerns with our response, you can make a formal request for an internal review. Requests *for internal review* should be submitted within three months of the date of receipt of the response to your original letter, and should be addressed to:

Information Governance Manager/Data Protection Officer
Bedford Hospital NHS Trust,
Kempston Road
Bedford
MK42 9DJ

or by emailing foi@bedfordhospital.nhs.uk. This option is available to you for up to three calendar months from the date your response was issued.

If you are not satisfied with the Trust review under the Freedom of Information Act 2000 you may apply directly to the Information Commissioners Officer (ICO) for a review of your appeal decision. The ICO can be contacted at: ICO, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
www.ico.org.uk

Yours sincerely,

IG/FOI Coordinator

Bedford Hospital NHS Trust Kempston
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