

**Information Governance**  
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Littlemore Mental Health Centre  
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Web: [www.oxfordhealth.nhs.uk](http://www.oxfordhealth.nhs.uk)

4 September 2017  
Reference no. 17180141

Dear

### **Request for Information: Freedom of Information Act**

Thank you for your email of 6 August, making a request for information under the Freedom of Information Act. You requested the following information and the Trust is able to provide the information below in response:

#### Request:

- How many children under the age of (a) 18 and (b) 16 were admitted to adult inpatient mental health wards within the trust in (i) 2015/16 and (ii) 2016/17.
- What is the (a) proportion and (b) number of people in secure mental health units in the trust who are clinically ready to be discharged but are still in a unit.
- How many unpaid members of staff did the trust employ in mental health roles in (a) 2014/15, (b) 2015/16 and (c) 2016/17.

#### Response:

1.	15/16	16/17
Under 18	2	4
Under 16	0	0

2. 4.7%. 7 patients on 15/8/17.

3. The Trust do not record unpaid staff within the Electronic Staff Record, and are unable to report the information and provide the information as a result.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to me and I will ensure the decision is reviewed. The Trust will consider undertaking a review if requested to do so

within 40 working days of the date the response is received by the applicant, and will apply discretion if a longer period of time has passed.

Should you wish to make a complaint as a result of the outcome of such a review, you may apply directly to the Information Commissioner's Office (ICO) for a decision.

Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Trust for FoI Act matters.

The ICO can be contacted at:

The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

Please contact me if there are any further queries.

Kind regards,

Yours sincerely,

Mark Underwood

Head of Information Governance