

Information Governance

White Building
Littlemore Mental Health Centre
Sandford Road
Littlemore
Oxford
OX4 4XN

Tel: 0845 219 1269
Fax: 0845 219 1275
Web: www.oxfordhealth.nhs.uk

13 September 2018
Reference no.18190216

Dear

Request for Information: Freedom of Information Act

Thank you for your email of 28 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:

Are you able to tell me the trust's process for disposing of drugs which have passed their expiry date?

And could you tell me how many drugs (and their monetary value) the trust disposed of in the last financial year?

Response:

Time-expired medicines are classed as clinical waste and have to be disposed of according to Environmental Agency regulations as well as medicines legislation – the Trust have a policy and Standard Operating Procedure in place for this. Waste is sent away for incineration using a licensed contractor.

Certain medicines (for example controlled drugs) also must have their destruction witnessed by an authorised person.

For the financial year 2017/18 the Trust wrote off £5102 of drugs due to time-expiry (this is out of a total drug spend of £3,700,975).

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