

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

2 April 2019
Reference no. 18190458

Dear

Request for Information: Freedom of Information Act

Thank you for your email of 6th March 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:

[Under the Freedom of Information Act, we are asking for information about the number of diagnostic tests carried out at your NHS Trust for certain infectious diseases in the twelve months from April 2017 to March 2018.](#)

Response:

The Trust is also not able to comply with your request as to do would require it to exceed the appropriate limit. The information requested is held but is held only in individual electronic patient records. The information is not held in a structured format or in data fields. Manual search and analysis are therefore required to collate the information requested, which the Trust estimate could take several hundred hours. The appropriate limit set in regulation by section 12 of the Freedom of Information Act is 18 hours.

If you are concerned 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