

Our Ref: NG/RM/25034  
Date: 27<sup>th</sup> January 2025

Nicola Griffiths  
Deputy Director of Governance  
North Staffordshire Combined Healthcare NHS Trust  
Lawton House  
Bellringer Road  
Trentham  
ST4 8HH

Reception: 0300 123 1535

Dear

### **Freedom of Information Act Request**

I am writing in response to your e-mail of the 23<sup>rd</sup> January 2025. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

#### ***Requested information:***

Under the Freedom of Information Act 2000, I am writing to request the following information relating to systems used by your organisation:

1. The name of all document management systems (not patient records) currently in use by your Trust. **There is currently no document management system (excluding patient records) in use by the Trust.**
2. The name of the policy management system (if any) currently in use by your Trust. **There is no policy management system currently in use by the Trust.**
3. The name of any board report portals / systems currently in use by your Trust. **There is no board report portals or systems currently in place.**
4. The cost of these systems, including any licensing or ongoing support fees. **N/A**
5. Whether there are any open tenders or procurement processes related to document or policy management systems that your trust is currently involved in or plans to release in the near future. **N/A**

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Dr Buki Adeyemo, Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision.

The Information Commissioner can be contacted at: Information Commissioner's Office,  
Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



**Nicola Griffiths**  
**Deputy Director of Governance**