

Freedom of Information Act 2000 disclosure log entry

Reference

19-20104

Date sent

21/06/2019

Subject

Manual and Digital Records

Details of enquiry

1. Does your Trust use pen and paper to build patient records? If so, in which departments?
2. Does your Trust use analogue tape dictation to record patient encounters? If so, in which departments?
3. Who in the Trust is responsible for digitising paper records?

Response Sent

1. All our departments use CareNotes, an electronic patient record system
2. We use digital dictation equipment and not analogue machines
3. All our current patient records are digital. Some departments are using a bought in service to scan some older files, but this is a finite activity, and is not centralised though a single person, but though a small number of departments..