

Dear

Thank you for your Freedom of Information request concerning Information Governance.

The Trust can provide the following information:

1. Please can you indicate what type of NHS Trust you are, eg Acute, Foundation, Mental Health, etc.
Acute Foundation Trust
2. How many staff in total does the trust employ (whole time equivalent and headcount)?
As at the 31st July 2013
Number of employees: 3560
FTE: 3255.54
3. A structure chart for your information governance team, to include job titles and banding

The Trust does not have a structure chart for the IG team- however- there are 2 posts- Information Governance Manager- band-8a , Information Governance Administrator- band 4
4. Which team processes requests for information eg FOI, DPA
FOI are processed by the Information Governance team, DPA are processed by the Information Governance team, Acute Records manager and the physio team. Information Governance and Workforce deal with non clinical SARs
5. Which directorate is Information Governance in, and who has overall responsibility for IG, is this person a board member?
Information Governance sits within the Corporate Division - Dr. John Coakley- Caldicott Guardian
6. Please give the job titles for the following: Data Protection Officer, SIRO and Caldicott Guardian
Data Protection Officer-Matthew Hall- Information Governance Manager/Deputy Caldicott Guardian
Siro- Dylan Jones- Chief Operating Officer
Caldicott Guardian- John Coakley- Medical Director
7. Is information governance included in corporate induction?
Yes

If you have any queries about this response please contact the information governance manager at foi@homerton.nhs.uk , in the first instance. If, following that, you still have any concerns, you may contact the Information Commissioner either by letter, FOI/EIR Complaints resolution, Wycliffe House, Water Lane, Wilmslow, Cheshire SM9 5AF, or by email www.informationcommissioner.gov.uk to take them further.

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Yours sincerely

James Cook
Information Governance Administrator

Matthew Hall
Information Governance Manager (Deputy Caldicott Guardian)