

Dear Sir/Madam

Thank you for your Freedom of Information request concerning Health Visitors II- follow-up from \_828.

The Trust can provide the following information:

- How many databases do you use to keep information on families? Please name each database/file name. This question is made on the assumption that you keep electronically filed information on families within a common database - if not, please clarify.

*RiO which is the electronic patient record  
Excel spread sheet on the Trust shared drive*

- You have previously stated that Red Book data gets filed on RIO - do you have any additional databases which you use? Please include any excel or other format databases.

*Excel spread sheet on the Trust shared drive*

- What programme do you use to keep this information and who has access to it? Specifically, who has access to an individual families non-anonymised information. It is acceptable here to answer generically, when appropriate: i.e. HV's, GP's, etc.

*Excel with limited access to clinicians within the health visiting service, password protected*

- Do you provide access to information to other agencies or government bodies? **Yes when required**  
Please specify. *Under the DPA when required by the police or courts in pursuant to a court order or police to investigate or prevent a crime*

- Apart from the records filled by the health visitor (HV) from the Personal Child Health Record, are there any other forms which might be filled out by a HV? Please list the titles of each form which may be used on any visit. This request is made on the assumption that the HV may record information during or after a visit which is not part of the Personal Child Health Record, and that there is a form filled out on the initial visit which is titled something like 'fitness to parent'.

*No forms called fitness to parent*

*RiO is the main documentation site and is completed in line with the  
Incorporating hospital and community health services, teaching and research*

question asked on visits. The initial visit is called a newborn visit and this is completed on RiO. Other forms used are Health review 1 and 2, Immunisation history, bloodspot, vulnerable child, child protection

- Regarding information collated using any forms which are not part of the Personal Child Health Record - would this information also be kept on RiO? Or on another database?

RiO is the central database. However vulnerable children are documented on an excel spreadsheet on the S drive password protected and limited to clinicians only

If you have any queries about this response please contact the information governance manager at [foi@homerton.nhs.uk](mailto: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](http://www.informationcommissioner.gov.uk) to take them further.

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Yours sincerely

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Information Governance Administrator

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