

23 March 2015

Dear Sir/Madam

Thank you for your recent Freedom of Information request regarding clinical incident reporting.

The Trust can provide the following information:

How are clinical incidents reported:

- Clinical incidents are reported via the Datix system.

Using dedicated software? Manual on excel sheet? Manual on paper? Other?

- Datix is an electronic patient safety and incident reporting system
- Further information can be found at their website: <http://www.datix.co.uk/>

If software or other, can you specify what software or method do you use?

- Please refer to the responses above

May I have an example of an anonymised clinical incident reporting document?

- Datix is a paper free system
- The request for an anonymised clinical incident report document cannot be accommodated

How many incidents were reported during the financial year 2013-2014, and how many have been reported in 2014-2015 so far?

- Number of incidents reported via Datix 2013-2014 financial year: 5624
- Number of incidents reported via Datix 2014-2015 financial year (ongoing): 5624

How many full time equivalent staff are employed (approximately) to deal with incident reporting and documentation?

- The Quality and Risk Team is made up of a number of members
- There is 1 ETF administrative position; this role is primarily focused around the administration of the Datix system however the role also includes other administrative functions

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

Laura Evans  
Information Governance Administrator

Mike Dunne  
Information Governance Manager/Deputy Calidcott Guardian