

2<sup>nd</sup> September 2015

Dear Sir/Madame,

Thank you for your recent Freedom of Information request regarding the workings of the trust Hospital care and management.

The Trust can provide the following information:

I would like specific documents such as:

I would like to call on the Freedom of Information Act to ask for information regarding the workings of the trust Hospital care and management.

I would like specific documents such as:

Hospital By-laws, General Quality and Assurance manuals, General Medical Manual, General Nursing Manual and Service Manuals/protocols/Policies or those equivalent documents that define the structure, staffing and operating rules of each clinical and technical area (Internal Medicine, OBGYN, Paediatrics, Surgery, Operating theatre, Obstetrics unit, Emergency, Diagnostics, Outpatient, Day care, etc...),

The Manuals/Procedures/protocols/policies do not need to be their latest version, any version from the last 5 years would be acceptable. I do not require any information about any specific patient or even about general or departmental performance of any kind. Only those that have electronic version. I could get them on CD or Email (Word MS, PDF or similar.)

- **For response to the request please see attached document which gives the organisational structure for Homerton hospital.**
- **Other information is available on the Homerton Hospital public website. Please follow the links below:**
  - <http://www.homerton.nhs.uk/about-us/corporate-policies/>
  - <http://www.homerton.nhs.uk/about-us/how-homerton-is-managed/>
  - <http://www.homerton.nhs.uk/about-us/board-of-directors/>

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.

#### Copyright Statement

The material provided is subject to the HUHFT's copyright unless otherwise indicated. Unless expressly indicated on the material to the contrary, it may be reproduced free of charge in any format or medium, provided it is reproduced accurately and not used in a misleading manner. Where any of the copyright items are being re-published or copied  
*Incorporating hospital and community health services, teaching and research*

to others, you must identify the source of the material and acknowledge the copyright status. Permission to reproduce material does not extend to any material accessed through the Publication Scheme that is the copyright of third parties. You must obtain authorisation to reproduce such material from the copyright holders concerned.

Yours sincerely,

Mike Dunne  
Information Governance Manager/Deputy Calidcott Guardian