

Homerton University Hospital NHS Foundation Trust  
 Hackney College  
 Defoe Building, Room 10  
 50 Hoxton Street  
 N1 6LP

Date 02nd September 2016

Email: [foi@homerton.nhs.uk](mailto:foi@homerton.nhs.uk)

Dear Sir or Madam,

**Ref: FOI 2677**

Thank you for your recent Freedom of Information request regarding the use of Photography devices within Homerton hospital.

The Trust can provide the following information:

- 1. Do you have a policy regarding photography of patients and/or the use of photographic devices within your organisation, please list and supply all that apply?** Yes -- Currently this policy is being reviewed
- 2. How many clinical photographers do you employ?** 0
- 2. Do you audit photographs taken of patients within your organisation for clinical and/or non clinical uses? (Audit means that you actively look at your systems for photographs taken and by whom, also you look at any cameras/devices you allow to be used and report on the use)** No
- 3. Please list all the photographic devices you allow to be used or supply staff to use. i.e compact cameras, staff personal mobile phones etc --** Currently being reviewed
- 4. How many patients (count repeated sessions separately) were photographed by staff not classified as professional clinical photographers during the period 1/1/2015 to 31/12/2015?** We do not routinely record this information
- 5. Of these how many:** Please see above in Q4. We do however ensure that relevant consent is obtained for the relevant purpose, clinical use, teaching purposes, social and media, etc.

	How many of the above number have recorded consent for the taking of the photographs?	How many of the above number have recorded consent for the use of the photographs?				
		Taken under Mental Capacity Act best interest test and recorded on records as such	Consent for medical records/care use only	Consent for teaching use within your organisation only	Consent for teaching use outside of your organisation	Consent for publication where the publication is named- if not named then count as no consent
In paper notes – no patient/guardian signature						
In paper notes – with patient/guardian signature						

EPR- no patient/guardian signature						
EPR with patient/guardian signature						
On specific photographic consent form – no patient/guardian signature						
On specific photographic consent form – with patient/guardian signature						

If your organisation uses different consent level types please choose the closest match.

**6. How many records exist where consent has been obtained but no photographs are available?** Please clarify what you are looking for in this question

**7. How often are cameras/devices audited?** We do not currently have a formal process for auditing the use of photographic equipment however such devices are recorded on departmental asset registers.

**8. Do you record the image file numbers that are missing on devices during audit?** No

**9. who/which department audits the devices/systems?** Individual Departments managing the devices

**9. How many staff has received informal and formal disciplinary action for breach of related policies?** 0

**10. How does your organisation store clinical photographs? If an electronic system is used please name the system or described the method of storage.** On departmental systems or within the patient's medical records

**11. How does this system record consent of the patient?** Consent is recorded manually and electronically

**12. How does this method control the use of photographs according to consent of the patient?** Consent is flagged on the Trust EPR System and/or Patient's medical records

**13. How many staff has access to this system?** Those staff who have legitimate access to the patient's notes

**14. Can these staff access all photographs?** No

**15. Please provide minutes, actions and outcomes of the results of the audits during the period stated above.** No audits have been carried out over this period.

**16. Please provide any risk assessments regarding clinical photography and specifically clinical photography taken by non-professional clinical photographers.** No Risk assessments have been carried out over this period.

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 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

Mohamed Uddin  
FoI Administrator

Mike Dunne  
Information Governance Manager