FOI 0448/2024 Response

Dear FoI Team,

Question 1) Does your organisation have an Electronic Document Management System (eDMS) for digitised patient Health Records? (Yes / No)

Yes

Question 2) Have existing physical (paper) patient Health Records been scanned and digitised within the system?

We are currently starting to scan day forward Mental Health Act documentation.

The primary medical records are electronic and only documents received in paper format will require digitisation going forward.

Please note this is not currently outsourced.

Question 3) Are physical (paper) patient Health Records still created and scanned into the eDMS on an ongoing basis?

Minimal Health Records are created, but are currently not being scanned, unless required for a SAR

Question 4) What is the Health Records eDMS System Name?

The Trust's health record system is called On Base

Question 5) Who is the eDMS System Vendor? (If developed in-house by the Trust, please state: 'in-house')

Electronic document management system (EDRMS) is provided by Hyland

Question 6) What is the eDMS Contract Expiry Date?

May 2026