

## FOI Request Response information

<b>FOI request reference:</b>	2015/257
<b>Date request received:</b>	15/12/2015
<b>Date request responded to:</b>	08/01/2016
<b>Category:</b>	IM&T
<b>Tags:</b>	Medical records, digitisation, digital, electronic

### Request Detail:

Digitisation of medical records

As part of a research project on the digitisation of Medical records and in particular the progress made on this subject could you please advise:

- 1) What solution do you currently use for digitalising medical records e.g. Internal/External?
- 2) If this is an external scanning solution, who is the primary supplier?
- 3) Do you have an internal scanning solution in place?, what is the primary model of scanner used in the digitisation process?
- 4) Where any EDMS or content management solution is used to manage the scanned images, please advise what that solution is?
- 5) Was the purchase value over the OJEU threshold, if yes...What was the value of the contract?
- 6) What year was the contract awarded?
- 7) What portal/framework was used to advertise the contract?

### Response Detail:

The Trust response to your recent FOI request is as follows:

1. The digitisation of paper records is carried out by and an external bureau, as well as in-house by Trust staff.
2. The external scanning is carried out by Gateway Bureau Services.
3. The main model of scanner used in the organisation is a Fujitsu desktop scanner.
4. The EDMS solution that the Trust uses is Windip.

5. The contract was awarded based on variable pricing based on tiered scanning volumes – initial predictions placed this at £221,160 per annum

6. The contract was awarded in 2013

7. The contract was awarded via the North of England NHS Commercial Procurement Collaborative (NoECPC) framework for Document Scanning and Document Management Services

(which was live between 2011 – 2015)