

FOI REF: 24/328

7th May 2024

Eastbourne District General Hospital

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Eastbourne  
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Tel: 0300 131 4500

Website: [www.esht.nhs.uk](http://www.esht.nhs.uk)

## FREEDOM OF INFORMATION ACT

I am responding to your request for information under the Freedom of Information Act. The answers to your specific questions are as follows:

**Please can I submit an FOI request on your Access to Health Records Teams for SARs:**

**1) How many staff do you have doing the role?**

Total of 3 staff - 2.15 full time equivalent.

**2) Are they full or part-time (how many of each)?**

1 full time and 2 part time.

**3) What band are they paywise?**

Band 3.

**4) Do you do any overtime to process SARs?**

Yes, on occasion.

**5) How many SARs have you received in tax years (1st April to 31st March):**

**a) 2021-2022**

2630.

**b) 2022-2023**

3036.

**c) 2023-2024**

3272.

6) How many SARs have you received so far since 1st April 2024 to 18th April 2024?

192.

7) How many breaches for questions 5 + 6?

Clarification was sought asking you to clarify if you are referring to a Personal Data breach under GDPR OR a breach of the 1-month timeline for responses and confirmation was received that you require the following:

The 30-day time frame please.

Please see below for the number of requests responded after 30 days:

2021-2022	19
2022-2023	7
2023-2024	16
1 <sup>st</sup> April - 18 <sup>th</sup> April	0

If I can be of any further assistance, please do not hesitate to contact me.

Should you be dissatisfied with the Trust's response to your request, you have the right to request an internal review. Please write to the Freedom of Information Department ([esh-tr.foi@nhs.net](mailto:esh-tr.foi@nhs.net)), quoting the above reference, within 40 working days. The Trust is not obliged to accept an internal review after this date.

Should you still be dissatisfied with your FOI request, you have the right of complaint to the Information Commissioner at the following address:

The Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF

Telephone: 0303 123 1113

Yours sincerely

Freedom of Information Department  
[esh-tr.foi@nhs.net](mailto:esh-tr.foi@nhs.net)