

FOI REF: 25/344

29th May 2025

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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:

Under the Freedom of Information Act 2000, I would like to request information regarding clinical documentation practices, specifically in relation to the capture of information during interventional procedures, such as Central Venous Access Device (CVAD) insertions.

1. Clinical Documentation

- **What methods are currently used by clinicians to document key information during invasive procedures, such as CVAD insertions (e.g., paper forms, digital forms, voice dictation, other)?**

At present, documentation for CVAD insertions (including PICCs, midlines, and brachial ports) is completed using standardised paper operation notes. Once completed, these are scanned and uploaded to the Trust's digital patient record system. No voice dictation is currently in use for these procedures.

- o **Is any form of structured digital data entry used at the point of care for these procedures?**

Structured digital data entry is not yet used at the point of care for CVAD placements. However, we are exploring the use of structured digital data entry for future practice. Currently, we maintain a **structured Excel database** that records all vascular access devices inserted by nurses and vascular access practitioners, ensuring oversight, governance, and audit readiness.

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- **Are standardised templates or proformas used Trust-wide for documenting invasive procedures, such as Local Safety Standards for Invasive Procedures (LocSSIPs)?**

Yes, the Trust uses standardised documentation templates and proformas for invasive vascular access procedures, including PICCs, midlines, and brachial ports. These support adherence to LocSSIP principles, enhance procedural safety, and ensure consistent data capture across clinical teams.

- o **Are any of these LocSSIPs or other forms digitised?**

While these LocSSIP-aligned proformas are not fully digitised, they are available in printable format online via the Trust's intranet. Plans are underway to explore their integration into digital platforms to streamline data capture and facilitate real-time access.

2. Voice Technology

- **Does the Trust currently use any voice-to-text or voice recognition technology for clinical documentation (e.g., Dragon Medical One, Nuance, Voice-Care, etc.)?**

Yes.

- **If yes, which departments or specialties currently use it, and for which types of documentation?**

Used by clinicians across divisions to produce clinical correspondence.

3. Administrative Efficiency

- **Has the Trust undertaken any assessments of the administrative time burden associated with completing procedural documentation (manual or digital)?**

No.

- o **If so, is any information available on time spent per procedure or efforts to streamline the process?**

Not applicable.

4. Future Plans

- **Is the Trust currently planning any initiatives or procurements to digitise documentation processes for interventional procedures?**

Yes, as part of an EPR deployment.

- o **If yes, please outline the scope and timelines if available.**

Specifics of EPR deployment not defined yet.

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), 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
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