



Trust Headquarters
 Nexus House
 Gatwick Road
 Crawley
 West Sussex
 RH10 9BG

27th September 2022

Email:

Tel: 0300 123 0999
www.secamb.nhs.uk

Dear,

I am writing in response to your enquiry under the Freedom of Information Act 2000 (FOIA) reference FOI 220903.

You requested the following information, please also see our response below:

1.	How many inpatients, outpatient and waiting list patients in total is your trust currently responsible for? N/A as we are Ambulance Service _____
2.	How many letters are received by the trust on an annual basis? N/A as we are Ambulance Service _____
3.	Does your print and post room currently scan and distribute inbound communications (i.e., physical letters received by the trust)? No _____
4.	What make of Scanner do you use? Kodak Yes/No Fujitsu Yes/No MFD – Copier Yes /No Other (please specify) Konica Minolta – MFD Canon Scanner
5.	Do you have scanning software or extraction software linked to your scanner to help identify and categorise your inbound communications? No If yes, who supplies your service _____ How many images do you validate? _____ What is the cost of each image communication _____
6.	Do you currently use an outsourced scanning service? No If yes, who supplies you with your scanning service? _____

	How many images do you send to the supplier a year? _____ What is the cost of each image / page communication? _____
7.	What volume of your current inbound post in scanned and sent digitally throughout your organisation? N/A Total number scanned letters _____
8.	Who has responsibility for digital transformation in your organisation? Name – Title Associate Director for Information Technology _____ Email Address see below text _____
9.	Who is responsible for your post room (i.e., who is your post room manager)? Name ___ N/A _____ Email Address _____
10.	Who is the Director of IT in your organisation? Name ___ see below text _____ Email Address _____
11.	Who is the procurement manager responsible for print and post solutions in your organisation? Name ___ see below text _____ Email Address _____

Please note we are unable to provide any names or personal email addresses under Data Protection. For contact and general enquiries please use enquiries@secamb.nhs.uk

I hope you find this information of some assistance.

If for any reason you are dissatisfied with our response, kindly in the first instance contact Caroline Smart, Head of Information Governance via the following email address:

FOI@secamb.nhs.uk

Yours sincerely

**Freedom of Information Coordinator
South East Coast Ambulance Service NHS Foundation Trust**