Information Requested:

1. Does your Trust use pen and paper to build patient records? If so, in which departments?
   
   The Trust is fully electronic and the vast majority of records are entered directly into an EPR. Occasionally records are recorded on documents printed from EPRs with barcodes which are scanned directly into the EPRs

2. Does your Trust use analogue tape dictation to record patient encounters? If so, in which departments?
   
   No

3. Who in the Trust is responsible for digitising paper records?
   
   Head of Electronic Systems and Information Governance

Publication Scheme:

As part of the Freedom of Information Act all public organisations are required to proactively publish certain classes of information on a Publication Scheme. A publication scheme is a guide to the information that is held by the organisation. EPUT’s Publication Scheme is located on its Website at the following link https://eput.nhs.uk/publication-category/financial-statements-budgets-and-variance-reports/