

## Freedom of Information Request

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**Reference Number:** [EPUT.FOI.23.2978](#)  
**Date Received:** [21<sup>st</sup> of May 2023](#)

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### Information Requested:

Please could I request the following information under the FOI act?

Would you be able to confirm if:

1. Paper notes/drug charts are used anywhere in the trust, alongside electronic paper notes/drug charts?

[Essex Partnership University NHS Foundation Trust uses electronic record systems as its primary method of maintaining and storing patient records. Some documents not available on the systems are completed in paper form and are then scanned into the system. Drug charts are paper records.](#)

2. If so, are there any plans to migrate away from paper to electronic? if not, how often is the decision reviewed?

[The trust is already paper light with minimal paper notes compared to electronic. The Trust is implementing EPMA 2023/2024](#)

3. If so, does the trust keep track of serious incidents etc. related to paper specifically e.g. misreading of handwritten comments/doses?

[0 incidents which required a review under Patient Safety Incident Response Framework in the last year relating to paper records.](#)

4. How many incidents happened within the last year (or period the trust tracks)?

[0 incidents which required a review under Patient Safety Incident Response Framework in the last year relating to paper records.](#)

5. If not, how long ago did the trust migrate away from paper notes?

[See response to question 2](#)

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### 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>