

Request under Freedom of Information Act 2000

Request Ref: NGFOI 19/20: 166

Thank you for your request for information received at Northampton General Hospital NHS Trust (NGH) on 21/06/2019.

I am pleased to be able to provide you with the following information:

1. *Does your Trust use pen and paper to build patient records? If so, in which departments?*
Yes, the trust still uses hand written information. Whilst a number of clinical systems are in place to capture patient information, there are still a variety of paper forms completed by hand. Examples of paper forms still in use; nursing notes, deteriorating patient treatment plans, business continuity for the Trust continues to include paper forms in case of power cuts.
2. *Does your Trust use analogue tape dictation to record patient encounters? If so, in which departments?*
All departments use digital dictation devices linked to the Trusts' central voice recognition solution.
3. *Who in the Trust is responsible for digitising paper records?*
Head of Clinical Systems – responsible for electronic clinical systems and the Medical Records department, which includes paper as well as electronic patient records management.