Dear

Further to your request for information dated 5 December 2017 requesting information about NHS Dartford Gravesham and Swanley Clinical Commissioning Group’s digital processes

- **How many employees do you currently have?**

  NHS Dartford Gravesham and Swanley Clinical Commissioning Group employs 85 members of staff,

- **How many scanners (not multifunctional devices) do you currently have to scan paper based documents?**

  0

- **Which brand do you use (i.e. Brother, Canon, Fujitsu, Kodak Alaris etc)?**

  N/A

- **Who supplies these scanners?**

  N/A

- **Do you have a contract for these scanners?**

  N/A

- **If so, when does this expire?**
N/A

☐ What Document Management system(s) do you use

N/A

☐ What Electronic Patient Record (EPR)/Electronic Healthcare Record (EHR) do you currently use?

N/A

☐ What is the name, job title, and email address of the person responsible for your scanner fleet?

N/A

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If you are unhappy with the service that you have received in relation to your request and wish to make a complaint or request a review of our decision you should write to Complaints. NHS Dartford Gravesham and Swanley Clinical Commissioning Group 2nd Floor Gravesham Civic Centre Gravesend Kent DA12 1AU or email at dgsccg.complaints@nhs.net

If you are not content with the outcome of your complaint or review, you may apply to the Information Commissioner for a decision. Generally the ICO cannot make a decision unless you have exhausted the complaints procedure provided by the Clinical Commissioning Group. The Information Commissioner can be contacted at:

Information Commissioners Office,
Wycliffe House,
Water Lane,
Wilmslow,
Cheshire
SK9 5AF
Telephone: 08456 306060 or 01625 54 57 45
www.ico.gov.uk

Please remember to quote the reference number above in any future communications.