Dear

Freedom of Information Request

Further to your Freedom of Information Request dated 6 June 2018 please see formal response below/attached

1. name of requested intervention/ treatment
2. age of requestor
3. referring clinician; whether it was a GP, hospital consultant, or other type of clinician submitting the IFR
4. whether the request was considered in the light of an established and relevant commissioning policy as per the official IFR policy of your CCG (YES if there was a policy, NO if there was no relevant policy)
5. decision outcome (decline/approve/ other)
6. main documented reason for decision outcome

For responses to the above 6 questions please see the attached spreadsheet. The statistics contained represent the applications which were submitted to the Kent and Medway IFR Panel having first satisfied the IFR Triage Group of their eligibility. The Kent and Medway IFR Panel is the decision making body.

7. number of people involved in making the decision

The quorum for Panel meetings is four members, which includes one lay person and at least one clinically-qualified person.

8. whether the panel contacted people outside your CCG for this case (yes if contacted, no if otherwise)
The Panel did not contact people outside of the Clinical Commissioning Group/Commissioning Support Unit. The onus is on the referrer to provide all relevant clinical information for consideration. Additionally, the patient or any other treating clinician may submit supporting information.

9. whether the decision was made out of panel (Yes/No).

All decisions were made in Panel.

10. whether the requestor appealed the decision (Yes/No).

No appeals were made that fulfilled appeal criteria.

Please note, that the supply of information in response to a FOI request does not confer an automatic right to re-use the information. Under UK copyright law you can use any information supplied for the purposes of private study and non-commercial research without requiring permission. Similarly, information supplied can also be re-used for the purposes of news reporting. An exception to this is photographs.

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](http://www.ico.gov.uk)**

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