

Post / Scanning

Reference Number: F4892
Date of Response: 28/09/2022

Further to your Freedom of Information Act request, please find the Trust's response, in **blue bold text** below:

Royal Devon's Eastern FOI area Response only

1.	<p>How many inpatients, outpatient and waiting list patients in total is your trust currently responsible for?</p> <p>At weekending 18/09/2022 RDUH had 264,409 open pathways made up of 171,888 unique patients.</p>
2.	<p>How many letters are received by the trust on an annual basis?</p> <p>The amount of post inbound is not recorded.</p>
3.	<p>Does your print and post room currently scan and distribute inbound communications (i.e., physical letters received by the trust)?</p> <p>If this refers to the post room scan inbound mail. If so, then the answer is no. The Trust does not have a dedicated scan room.</p>
4.	<p>What make of Scanner do you use?</p> <p>Kodak Yes/No</p> <p>Fujitsu Yes/No</p> <p>MFD – Copier Yes /No</p> <p>Other (please specify) Not applicable</p>
5.	<p>Do you have scanning software or extraction software linked to your scanner to help identify and categorise your inbound communications? Not applicable</p> <p>If yes, who supplies your service _____</p> <p>How many images do you validate? _____</p> <p>What is the cost of each image communication _____</p>

6.	<p>Do you currently use an outsourced scanning service? Not applicable please see answer to question 3</p> <p>If yes, who supplies you with your scanning service? _____</p> <p>How many images do you send to the supplier a year? _____</p> <p>What is the cost of each image / page communication? _____</p>
7.	<p>What volume of your current inbound post is scanned and sent digitally throughout your organisation?</p> <p>Total number scanned letters None</p>
8.	<p>Who has responsibility for digital transformation in your organisation?</p> <p>Name Gary Kilvington</p> <p>Email Address The RDU NHS Foundation Trust only releases the names of Heads of departments under Section 40(2) of the Freedom of Information Act 2000</p>
9.	<p>Who is responsible for your post room (i.e., who is your post room manager)?</p> <p>Name Bradley Hunt</p> <p>Email Address The RDU NHS Foundation Trust only releases the names of Heads of departments under Section 40(2) of the Freedom of Information Act 2000</p>
10.	<p>Who is the Director of IT in your organisation?</p> <p>Name Professor Adrian Harris</p> <p>Email Address The RDU NHS Foundation Trust only releases the names of Heads of departments under Section 40(2) of the Freedom of Information Act 2000</p>
11.	<p>Who is the procurement manager responsible for print and post solutions in your organisation?. This question is not applicable. Please see answer to question 3</p>