

Our Ref: 523/2021
May 2021

Re: Your request made under the Freedom of Information Act 2000

I'd like to request the following information please:

1. Do you currently use any form of electronic signing tool?

Yes

2. If yes, who is your current provider? When does the contract expire? How much does it cost per year? How many licences (users or transactions) do you have?

None - a digital signature using the certificates on a smartcard.

3. How many documents do you send for signature / approval annually? What % are printed?

100%

4. Are your signing processes primarily paper-based?

Yes

5. What is your current annual spend on paper, postage and document storage?

FOI 523-2021

Spend Sept Oct 20 to Sept 21

Subject	Spend
Paper	£53,815.44
Postage	£520,000.00
Storage	£56,056.70

6. Do you currently have any active projects or initiatives aimed at reducing the amount of paper-based processes?

Yes

7. If so, who is leading it?

Head of Digital Programmes

8. How much employee time is it taking to create, send, chase and store documents that require signature?

Not collected, would take a significant amount of time to collate.

9. How many employees do you have?

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Total staff employed as at 31 March 2021	6,221	5,175.37	505
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10. What percentage of employees work remotely?

Unable to obtain at this time, there are a mix of employees working remotely.

11. Can you provide names and contact details for the following people within your organisation?

Organisational chart on Trust website: <https://www.dbth.nhs.uk/structure-charts/>

1. CIO / IT Director
2. Head of IT
3. Head of Digital Transformation
4. Head of Housing Operations
5. Head of Legal
6. Head of HR
7. Head of Legal Services

12. Do you currently use any of the following Microsoft applications?

1. O365
2. SharePoint
3. Teams
4. Dynamics
5. Power Automate

13. Do you use any Adobe products? If yes, which ones?

Acrobat

Captivate

14. What primary software systems do you use? (Deployed Systems, Product Name, Vendor, Version, Contract end date & Number of licenses)

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1. Human Resources
2. Patient related

Supplier	Produce/Service	Contract Expiry Date
Public Health England / Hitachi Consulting	National Breast Screening System Recharge	31/03/22
Sectra Ltd	Image Exchange Portal Node & Tier 3 Annual Service Charge	31/05/22
Clinisys	ICE Order Communications	30/09/22
GHG Software Development	Talking Point (Digital Dictation)	06/12/21
Wellsky (QE Facilities)	JAC Medicines Management	31/05/22
Ascribe T/A EMIS Health	CaMIS & Symphony Annual Support & Maintenance (PAS - Patient Administration System)	02/10/23
ACJ Computer Services Ltd T/A Medisec Software	Medisec Letters	31/03/22
Integrated Software Solutions Ltd	Omnilab System Support	31/05/22
Bluespier Ltd	Bluespier Theatres System Support & Maintenance (includes Traumaboard Module)	08/11/22
Digital Healthcare Ltd NPS OptoMize	Optimize Retinopathy Screening	31/03/22
Chameleon Information Management Services LTD	Infoflex Cancer Management System Support & Maintenance	31/03/22
Softcat Ltd (Intouch)	Intouch Kiosks - Outpatient Flow System	30/11/21
Vital Images Europe Ltd	Zillion RIS (Radiology Information System) Support & Maintenance	18/08/21
Fujifilm	PAC System Contract & Maintenance (Synapse)	25/03/25
Bloodhound MSOFT	Bloodhound System - Blood 360 Support & Maintenance & includes ESCROW Payment	31/03/22
4S Information Systems Ltd	DAWN AC Software Support	29/06/22
Softcat (Nervecentre)	Hospital At Night software - support and maintenance eObs Sepsis Support (phase 1)	02/04/23
Chameleon Information Management Services LTD	Infoflex Inter Trust Messaging Toolkit	31/03/22
Dolphin® Imaging & Management Solutions	Dolphin s & m	18/09/21
Sheffield Teaching Hospitals	Chemocare	31/03/22
IDOX Health	Lilie GU MED System + HARS Licence	28/02/22

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Terarecon	Terarecon iNtuition System & 5 years Support & Maintenance	27/06/26
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3. Legal Services

4. Email and Collaboration – **NHSmial**

15. Do you have a Senior Information Risk Officer (SIRO) and Caldicott Guardian? If so, can you please share their contact name, email and phone number.

SIRO is Chief Information Officer

Caldicott Guardian -

16. Understanding that every member of the NHS has to be GDPR compliant, what is the current approval - signature process?

Primarily paper

ePrescribing creates a digital signature using the certificates on a smartcard. – this is not yet live.

Please let me know if you require any more clarification.

Many thanks,

Cameron