

Our reference: /FOI D9510

28th January 2020

Joebloggs@email

Joe Bloggs

Dear Joe,

Information Governance
Department
Freedom of Information Team
Bury New Road
Prestwich
Manchester
M25 3BL

Tel: 0161 358 1760
Email: foi@gmmh.nhs.uk

Web: www.gmmh.nhs.uk

WE ARE SOCIAL



RE: FREEDOM OF INFORMATION ACT 2000 – INFORMATION REQUEST - REF: D9510

Please find our Trust's response in relation to your request for information under the Freedom of Information Act.

Can you please send me the name, job title and contact details of the person in your Trust with responsibility for the management of paper and digital records.

Name: Grace Birch
Job Title: Associate Director of IM&T
Contact details: grace.birch@gmmh.nhs.uk

I hope the information provided above is to your satisfaction. If you are unhappy with the way, the Trust has handled your request you may request an internal review.

If you require an internal review please write to Sarah McDonald, Head of IM&T Service Delivery, at the address above, who will arrange a review of your case.

If you are not happy with the outcome of the internal review you have the right to apply directly to the Information Commissioner: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely

The FOI Team
Freedom of Information Department
Greater Manchester MH NHS Foundation Trust

The Trust is committed to safeguarding children, young people and vulnerable adults and requires all staff and volunteers to share this commitment.

Greater Manchester Mental Health NHS Foundation Trust, The Curve, Bury New Road, Prestwich, Manchester M25 3BL Tel: 0161 773 9121.



Please note:

The information supplied to you continues to be protected by the Copyright, Designs and Patents Act 1988. You are free to use it for your own purposes, including any non-commercial research you are doing and for the purposes of news reporting. Any other re-use, for example commercial publication and subscription charge, would require the permission of the copyright holder. In accordance with the Re-Use of Public Sector Information Regulations 2015, information provided to you may not be used for commercial publication, subscription charge or sold on to a third party.

For any named personnel provided in this Freedom of Information response, they do not wish to receive direct marketing, to do so would contravene GDPR and the Data Protection Act 2018.

The Trust is committed to safeguarding children, young people and vulnerable adults and requires all staff and volunteers to share this commitment.

**Greater Manchester Mental Health NHS Foundation Trust, The Curve, Bury New Road,
Prestwich, Manchester M25 3BL Tel: 0161 773 9121.**

