

Ref: FOI/GS/ID 7821

Please reply to:
FOI Administrator
Trust Management
Maidstone Hospital
Hermitage Lane
Maidstone, Kent
ME16 9QQ
Email: mtw-tr.foiadmin@nhs.net
www.mtw.nhs.uk

22 November 2022

Freedom of Information Act 2000

I am writing in response to your request for information made under the Freedom of Information Act 2000 in relation to FOI requests.

You asked: All questions are shown exactly as received by the Trust.

- 1. How many FOI Officer/s does your Trust have? If there is more than 1, please specify bandings.*
- 2. Do you have software for monitoring requests? If you use Excel only, please confirm.*
- 3. What was the total number of requests received in the last 3 FY years? 2019/2022, 2020/21, 2021/22*
- 4. Can I obtain a (redacted if necessary) copy of your Trust FOI Policy?*
- 5. Please explain any steps you have taken to reduce the number of requests needed? For example, publishing more data online*

Trust response:

1. One FTE
2. Microsoft Excel
3.
2019-20 – 702
2020-21 – 547
2021-22 – 702

4. Please find below the link to the Freedom of Information Act 2000 Policy and Procedures which is also attached to the email. Please note that Datix is no longer utilised for FOI requests.



Freedom of
Information Act 2000

5. The Trust publishes details of all completed FOI requests on our website. There is also additional information on the Freedom of Information page on the website which is updated on a regular basis.

To access this information from our website home page please click the Freedom of Information Tab, then the Data to Support FOI FAQ's tab and then one of the dropdowns at the bottom of the page. If the document does not open please copy and paste the link into your browser.