

Freedom of information request

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Since 1 January 2005 all requests for information received by a public body have had to be answered in accordance with the Freedom of Information Act 2000 (FOI) or the Environmental Information Regulations 2004 (EIRs).

Both regimes were designed to promote openness and accountability amongst all organisations that receive public money.

We are fully committed to the principles of transparency and openness as well as the protection of personal information and we recognise the importance of both the FOI and the EIRs and the relevance of both for the way in which we manage and disseminate information.

Under the FOI Act there is a requirement for us to provide you with a substantive response to your request promptly and in any event within 20 working days. We also aim to acknowledge receipt of your request within two working days.

We publish a large amount of information relating to education and training within the NHS, however if you want to request specific information, you can do so by making an FOI request by emailing foia@hee.nhs.uk [7].

Before submitting a request for information, you should check if the information that you are looking for is already available online. We have a publication scheme [8] which sets out what information we currently release. If you request information from us that is already published, then we will simply refer you to the published source.

Unless stated otherwise, we will send you a reply via email.

If you wish to receive a response via post, please read our fees and charges below, before making your request.

If you want to ask us for information which we may hold about you personally then this will be dealt with under the Subject Access Provisions of the Data Protection Act 1998 (DPA).

Fees and Charges

The Freedom of Information Act and the associated Fees Regulations stipulate that HEE cannot levy a fee for information unless there is a statutory basis for doing so or the amount of time taken to locate the information exceeds 18 hours. However we are allowed to charge for disbursements related to the provision of information and any reformatting requested by the applicant provided we ensure that applicants are aware of any charges which may be made.

No charges will be made for any information accessed via our website. For any information which is provided in hard copy and where there is no statutory provision for charges our rates for photocopying, reformatting and Postage will be as follows:

Photocopying

One hard copy of the requested information - free

Multiple copies - 10p per sheet

Reformatting

Re-formatting on CD - £5.00 per CD

Other formats - cost on application

If you want any further information about the provision of information or have any difficulty accessing information provided on our website please contact foia@hee.nhs.uk [7].

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Source URL (modified on 01/11/2018 - 11:28): <https://www.hee.nhs.uk/about/contact-us/freedom-information-request>

Links

[1] <https://www.hee.nhs.uk/our-work>

[2] <https://www.e-lfh.org.uk/>

[3] <https://www.healthcareers.nhs.uk/>

[4] <https://www.hee.nhs.uk/news-blogs-events>

[5] <https://www.hee.nhs.uk/about>

[6] <https://www.hee.nhs.uk/covid-19>

[7] <mailto:foia@hee.nhs.uk>

[8] <https://www.hee.nhs.uk/about/contact-us/freedom-information-request/freedom-information-publication-scheme>