Dear [Name],

I am writing to respond to your request sent [Date] March 2016. Oxford University Hospitals NHS Foundation Trust can confirm that it does not hold the data in your requested format. The Trust has applied s12 under FOIA as the request will exceed the cost limit of £450, permitted 18hrs at £25 an hour.

The reasons for the cost limit (s12) are addressed below:

- The Trust current electronic record set up isn’t able to extract the specific summary information required about number of MRI scans per patient on each of the DMTs.
- The amount of resources required for this request would require a dedicated audit.
- The task will require a nurse or doctor to take 3-4 weeks off their clinical duties to go through the individual’s files of notes to extract information and this task may have an impact on the service.

Please note that on 1 November 2011 the Oxford Radcliffe Hospitals NHS Trust (ORH) merged with the Nuffield Orthopaedic Hospital NHS Trust (NOC) to form the Oxford University Hospitals NHS Trust (OUH). Our response reflects these changes. Therefore, we consider that Oxford University Hospitals Trust has released to you all of the information that it holds in relation to your request.

Internal review

If you are dissatisfied with the service or response to your request you can ask for an internal review by writing to:

[Name] Director of Assurance, John Radcliffe Hospital, Headley Way, Headington, Oxford OX3 9DU.

If you remain dissatisfied with the handling of your request or complaint, you have a right to appeal to the Information Commissioner at:

The Information Commissioner’s Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Telephone: 0303 123 1113 Website: www.ico.gov.uk

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However, any other type of re-use will require permission from the Oxford University Hospitals NHS Trust.

Yours sincerely,