

Freedom of Information Request

Ref: 25-696

17 September 2025

By Email

Dear Sir/Madam

Thank you for your request for information under the Freedom of Information Act 2000. The Trust's response is as follows:

- We can confirm that we do hold the information you are requesting

1. Access to Testing Clinical Information Systems

- o **What is the approval process by which an external organisation may apply or request to connect with the trust's test clinical systems of record. (e.g. EMR, EHR, PACS)**
- o **Which internal teams, roles, or committees are responsible for approving such a connection?**
- o **What steps are involved in obtaining the necessary permissions or agreements to establish such a connection?**
- o **What is the entry point for this process? e.g. email address or webform.**

2. Access to Production Clinical Information Systems

- o **What is the approval process by which an external organisation may apply or request to connect with the trust's production clinical systems of record. (e.g. EMR, EHR, PACS)**
- o **Which internal teams, roles, or committees are responsible for approving such a connection?**
- o **What steps are involved in obtaining the necessary permissions or agreements to establish such a connection?**
- o **What is the entry point for this process? e.g. email address or webform.**

At this point we're not asking for information regarding the technical specifics of the trust's internal systems. We are only requesting information on the trust's approval and decision making processes.

The process for access to test and production systems, or the Trust's network is the same. Requests received via internal or external routes are directed to

InformationGovernance@uhbw.nhs.uk

Data Protection Impact Assessment completed, 3rd Party Access to Systems Agreement and/or Data Processing/Sharing Agreement completed as required.

Once complete, the following teams will complete the technical work required:

Technical, Infrastructure, Cyber Security and Network teams.

Please see attached our Data Protection Impact Assessment Standard Operating Procedure.

This concludes our response. We trust that you find this helpful, but please do not hesitate to contact us directly if we can be of any further assistance.

If, after that, you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to:

Data Protection Officer
University Hospitals Bristol and Weston NHS Foundation Trust
Trust Headquarters
Marlborough Street
Bristol
BS1 3NU

Please remember to quote the reference number above in any future communications.

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF

Publication

Please note that this letter and the information included/attached will be published on our website as part of the Trust's Freedom of Information Publication Log. This is because information disclosed in accordance with the Freedom of Information Act is disclosed to the public, not just to the individual making the request. We will remove any personal information (such as your name, email and so on) from any information we make public to protect your personal information.

To view the Freedom of Information Act in full please click [here](#).

Yours sincerely

Freedom of Information Team
University Hospitals Bristol and Weston NHS Foundation Trust