

22 December 2017

Our Ref: RFI 22006

Dear

**Freedom of Information Act 2000
Information in Relation to Costs Associated with Producing Non English Documents**

I refer to the Trust's response provided to you on 18th December 2017 and your subsequent email dated 21st December 2017, the comments of which have been noted.

I am now in a position to provide a response to question 1.

Q1. Please provide the costing of having non English documents/e-services for all HSCNI-SET services.

A1. The Trust provides written translation of documents, medical records, information leaflets etc as required or on request. Please see Table 1 below which provides the costing for 2016/2017.

Table 1

Year	Total
1 st April 2016 –31 st March 2017	£8,970.96

Under the terms of the legislation, if you are unhappy with this response you have the right to seek a review within the Trust in the first instance. If you wish to do so, please write to me at the address below.

If after such a review you are still unhappy with the response, you have the right to appeal to the Information Commissioner who will undertake an independent review. The Information Commissioner can be contacted at The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, SK9 5AF.

If you have any queries about this letter, please do not hesitate to contact me. Please remember to quote the reference number above in any future communications.

Yours sincerely

L McAree (Miss)
Head of Information Governance &
Directorate Support