

18 July 2023

**Our Ref:** RFI 52098

Dear

**Freedom of Information Act 2000  
Information in Relation to Decontamination and Endoscopy Services.**

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to the above which you requested on 7 July 2023.

A response to each of the questions raised has been provided by the Nursing, Midwifery, AHP & User Experience Directorate and is attached in Appendix A.

If you are unhappy as to how this request has been handled, you have the right to seek a review within the Trust in the first instance. You should write to the Information Governance Department, Lough House, Ards Community Hospital ([informationgovernance@setrust.hscni.net](mailto:informationgovernance@setrust.hscni.net)) within two months of the date of this response and your complaint will be considered and a response provided, within 20 working days of receipt.

If, after receiving a response, you remain unhappy, you can refer your complaint to the Information Commissioner at The Information Commissioner's Office –Northern Ireland, 3rd Floor, 14 Cromac Place, Belfast, BT7 2JB. It is important to note that if you refer any matter to the Information Commissioner, you will need to show evidence of having gone through the Trust's internal review procedure to try to resolve the matter with the Trust in the first instance.

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

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**Caroline Degans**  
**Information Governance Officer**

**Q1. Who is the person in charge for approving agency usage for the Decontamination department at your trust?**

A1. The person in charge of approving agency usage for the Decontamination Department in the Trust is Donna English.

**Q2. Who is responsible for agency usage (on and off framework) in the Decontamination department at all hospitals associated with the Trust?**

A2. The person responsible for agency usage (on and off framework) in the Decontamination Department at all hospitals within the Trust is Donna English.

**Q3. If the decontamination service is not managed by the trust, please confirm which company runs your decontamination service.**

A3. The Decontamination Service is managed by the Trust.

**Q4. Please can you provide the contact number and email address for the manager(s) in question 1 and 2?**

A4. The email address is [Donna.English@setrust.hscni.net](mailto:Donna.English@setrust.hscni.net) and the contact number is (028) 9048 4511.

**Q5. Have you used off-framework agency staff between March 2022 - March 2023 in Decontamination and endoscopy?**

A5. The Trust has not used off-framework agency staff between March 2022 – March 2023 in Decontamination and Endoscopy.

**Q6. How much was your Off-Framework agency spend for Decontamination and Endoscopy from March 2022 - March 2023?**

A6. As the Trust has not used off-framework agency staff this question does not apply.