

31 May 2022

**Our Ref:** RFI 44190

Dear

**Freedom of Information Act 2000  
Requesting information on Subject Access Requests since 01 September  
2020**

I am writing to confirm that the South Eastern Health & Social Care Trust (the Trust) has now completed its search for information relating to above which you requested on 3 May 2022.

A response to each of the questions raised has been provided by the Human Resources & Corporate Affairs 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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**Louise McNamara  
Information Governance Assistant**

**Please supply the following information:**

**Q1. The total number of Subject Access Requests (SARs) received by the Trust since 1st September 2020.**

A1. For the total number of SARs received by the Trust since 01 September 2020 until 16 May 2022, please refer to Table 1.

**Table 1**

<b>SAR Type</b>	<b>Number of Cases</b>
SAR Standard	5233
SAR Complex	2505

**Q2. The number of SARs received by the Trust since 1st September 2020 that have been responded to in full by the Trust within the one calendar month time limit expected by the ICO.**

A2. For the total number of SARs responded to by the Trust since 01 September 2020 until 16 May 2022 within the legal deadline, please refer to Table 2.

**Table 2**

<b>SAR Type</b>	<b>Legal Time limit</b>	<b>Cases Completed</b>
SAR Standard	30 calendar days	4135
SAR Complex	90 calendar days	1358