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Date: 9th May 2018

Our Ref: ID 1098



Wirral

Clinical Commissioning Group

NHS Wirral Clinical Commissioning Group
Old Market House
Hamilton Street
Birkenhead
Wirral
CH41 5AL
Tel: 0151 651 0011

Re: Freedom of Information Request

Thank you for your request for information made under the Freedom of Information Act 2000 which was received into this office on 2nd May 2018.

You Asked for:

Please provide me with the following information:

Organisation Name

Name of Computer Software used to record Salary Overpayments

Are names of people stored in the software?

Is the amount of the Salary Overpayment stored in the software?

Does the software have an audit trail automatically recording the logon name of the user and the records added, accessed and changed by each user, including the data before the change and the data after the change?

Does the audit trail include the date and time of any additions / changes to data as well as when data was accessed?

Software Provider (Company Name)

Annual Cost (£) of Software

License Expiry Date

Name of the Organisation Responsible for Recording Salary Overpayments if you use another organisation (e.g. a CSU)

Name of Manager Responsible for Recording Salary Overpayments

Email address of Manager Responsible for Recording Salary Overpayments

Telephone Number of Manager Responsible for Recording Salary Overpayments

Name of Data Protection Officer

Email Address of Data Protection Officer

Telephone Number of Data Protection Officer

Name of Chief Executive

Email Address of Chief Executive

Telephone Number of Chief Executive

Name of Finance Director

Email Address of Finance Director

Telephone Number of Finance Director

Please use the attached Excel workbook to complete this information for each organisation you are the Freedom of Information Officer for and I would be grateful if you would send it back to me in this format.

Our Response:

Please see completed spreadsheet attached as per your request.

We hope this information is useful, however if you require any further information please do not hesitate to contact a member of the Corporate Affairs Team (contact details at the top of this letter)

Yours sincerely

Re- Use of Information

Most of the information that we provide in response to Freedom of Information Act 2000 requests will be subject to copyright protection. In most cases the copyright will be owned by Wirral Clinical Commissioning Group. The copyright in other information may be owned by another person or organisation, as indicated on the information itself.

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For information where the copyright is owned by another person or organisation you must apply to the copyright owner to obtain their permission.

| NHS Organisation | Name of Computer Software used to record Salary Overpayments | Are names of people stored in the software? |
|-----------------------------------|--|--|
| NHS Wirral Clinical Commissioning | The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net | The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net |

| <p>Is the amount of the Salary Overpayment stored in the software?</p> | <p>Does the software have an audit trail automatically recording the logon name of the user and the records added, accessed and changed by each user, including the data before the change and the data after the change?</p> | <p>Does the audit trail include the date and time of any additions / changes to data as well as when data was accessed?</p> |
|---|---|---|
| <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> |

| Software Provider (Company Name) | Annual Cost (£) of Software | License Expiry Date | Name of Organisation Responsible for Recording Salary Overpayments (if you use another organisation e.g. a CSU) |
|--|--|--|--|
| <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> |

| Name of Manager Responsible for Recording Salary Overpayments | Email address of Manager Responsible for Recording Salary Overpayments | Telephone Number of Manager Responsible for Recording Salary Overpayments | Name of Data Protection Officer |
|--|--|--|--|
| <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>The Payroll services for NHS Wirral Clinical Commissioning Group are provided by Countess of Chester Hospital NHS Foundation Trust. I would therefore advise for you to liaise with them direct to request this information – foi.enquiries@nhs.net</p> | <p>This will be provided by Midlands and Lancashire CSU from 25/05/18. I suggest you redirect your query to NHS England – Email requests should be sent to england.contactus@nhs.net</p> <p>Please write “Freedom of Information” in the subject line.</p> |

| Email Address of Data Protection Officer | Telephone Number of Data Protection Officer | Name of Chief Executive | Email Address of Chief Executive |
|---|---|------------------------------------|--|
| <p>This will be provided by Midlands and Lancashire CSU from 25/05/18. I suggest you redirect your query to NHS England – Email requests should be sent to england.contactus@nhs.net</p> <p>Please write “Freedom of Information” in the subject line.</p> | <p>This will be provided by Midlands and Lancashire CSU from 25/05/18. I suggest you redirect your query to NHS England – Email requests should be sent to england.contactus@nhs.net</p> <p>Please write “Freedom of Information” in the subject line.</p> | <p>Simon Banks - Chief Officer</p> | <p>The Chief Officer can be contacted via Wiccg.intouch@nhs.net</p> |

| Telephone Number of Chief Executive | Name of Finance Director | Email Address of Finance Director |
|--|--|---|
| 0151 651 0011 | Michael Treharne - Chief Finance Officer | The Chief Financial Officer can be contacted via Wiccg.intouch@nhs.net |

**Telephone Number of Finance
Director**

0151 651 0011