

**Ref: CCG June 22**

Corporate Services  
NHS Liverpool Clinical Commissioning Group  
The Department  
Lewis's Building  
Renshaw Street  
Liverpool  
L1 2SA

Email: [foi@liverpoolccg.nhs.uk](mailto:foi@liverpoolccg.nhs.uk)

30 June 2016

**Re: Freedom of Information Request**

Thank you for your Freedom of Information request that we received on 22 June 2016, with regards to our Organisations Mandatory Training.

**Request/*Response***

Under the Freedom of Information Act 2000, please provide me with the following information about your organisations mandatory training:

1. A complete list of training courses your organisation has provided to members of staff over the past 24 months
2. An indication of which of the above courses are delivered through E-learning
3. The number of staff who took part in each course
4. Which companies/organisations have provided the platform/software for E-learning within your organisation (if these were created in-house please say so)
5. The price paid to suppliers for each course including software and training
6. If courses were provided in-house, the grade or band of those creating the learning package
7. Copies of tender documents issued for E-learning or mandatory training delivery
8. An indication of when each E-learning course is scheduled for renewal/re-tendering

***Please find attached your completed spreadsheet.***

We wish to take this opportunity to inform you that a formal complaints and internal review procedure is available to applicants who are unhappy with responses provided to FOI requests. You can formally request an internal review within a reasonable period of time (2 calendar months) from the date this response was issued.

Where you are not satisfied with the decision of the internal review you may apply directly to the Information Commissioners Office (ICO) for a further review of that decision. Generally, the ICO cannot make a decision unless you have exhausted our complaints procedure in the first instance.

The ICO can be contacted at:

Information Commissioners Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF  
[www.ico.gov.uk](http://www.ico.gov.uk)

Should you require any further information, clarification regarding this response or do not feel that your request has been answered as you would expect, please contact us to discuss.

Yours sincerely,

**Customer Relations Lead**  
**NHS Liverpool CCG**