

Ref: CCG November 0025 2016

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

Email: foi@liverpoolccg.nhs.uk

1st December 2016,

Dear Sir/Madam,

Re: Freedom of Information Request

Thank you for your Freedom of Information request that we received on 21st November 2016, with regards to contact details.

Request/**Response**

1) whom within the NHS Clinical Commissioning Group might be the best person to contact in order to introduce them to the Information Asset Register software system that is provided by Informu Solutions Limited. I.e., Record Managers and Information Governance.

Liverpool CCG does not have any staff under those titles appropriate to provide contact details for.

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

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**