

DATA SUBJECT ACCESS REQUEST â FORMAL RESPONSE

Dear Solicitor,

We write in response to the Subject Access Request (SAR) submitted on behalf of your client. We have conducted a thorough search of our records systems and are pleased to confirm that we have located the following information held in relation to the data subject:

- Admission records dated between 1987 and 1992
- Nursing care notes and daily observation logs
- Medication administration records
- Correspondence files

Please find the above records enclosed with this letter. All third-party information has been redacted in accordance with Section 40 of the Data Protection Act 2018. Where records have been withheld in part, the relevant exemption is noted against each entry.

Should you require clarification on any aspect of this disclosure, please contact our Information Governance department quoting reference IG/SAR/2024/0847.

Yours sincerely,
Information Governance Team
Data Protection Officer