

**Reference Number:** FOIAH2425/593  
**From:** Commercial  
**Date:** 23 January 2025  
**Subject:** Details of the document / policy management system

Q1 The name of all document management systems (not patient records) currently in use by your trust.

A1 The Trust uses an in-house Document Management System, SharePoint.

Q2 The name of the policy management system (if any) currently in use by your trust.

A2 Document Management System.

Q3 The name of any board report portals / systems currently in use by your trust.

A3 We use an in-house system via Power BI.

Q4 The cost of these systems, including any licensing or ongoing support fees.

A4 There are no costs currently or ongoing as this is an inhouse system.

Q5 Whether there are any open tenders or procurement processes related to document or policy management systems that your trust is currently involved in or plans to release in the near future.

A5 No open tenders / procurement processes in place currently.