

Freedom of Information request 293-17

Request

I am writing to you under the Freedom of Information (Scotland) Act 2002 to request the following information from your trust:

- (1) A copy of your observation policy for mental health inpatients that are identified as at-risk; and
- (2) A copy of any information sheet that is given to patients about observation.

Response

Please find embedded observation policy for mental health. Please note we are awaiting a national review of observation to be completed and a new national guideline is being drafted. Once completed embedded policy will be reviewed against national standard.



Observation
Policy.pdf

Please find embedded ward booklet provided to all patients admitted to the adult acute admission ward. The remaining 4 wards do not provide written information to patients but instead discuss observation with patients and relatives. This also will be reviewed following new national guidance.



Huntlyburn Ward
Patient Information L

If you are not satisfied with the way your request has been handled or the decision given, you may ask NHS Borders to review its actions and the decision. If you would like to request a review please apply in writing to, Freedom of Information Review, NHS Borders, Room 2EC3, Education Centre, Borders General Hospital, Melrose, TD6 9BS or foi.enquiries@borders.scot.nhs.uk.

The request for a review should include your name and address for correspondence, the request for information to which the request relates and the issue which you wish to be reviewed. Please state the reference number **293-17** on this request. Your request should be made within 40 working days from receipt of this letter.

If following this review, you remain dissatisfied with the outcome, you may appeal to the Scottish Information Commissioner and request an investigation of your complaint. Your request to the Scottish Information Commissioner should be in writing (or other permanent form), stating your name and an address for correspondence. You should provide the details of the request and your reasons for dissatisfaction with both the original response by NHS Borders and your reasons for dissatisfaction with the outcome of the internal review. Your application for an investigation by the Scottish Information Commissioner must be made within six months of your receipt of the response with which you are dissatisfied. The address for the Office of the Scottish Information Commissioner is, Office of the Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife.

