

Freedom of Information request 59-22

Request

I would like to know which documents are used for the review and approval of new medical devices within your NHS Trust/entity.

The exact naming of the documents may differ, but the context is the same, so we ask for judgement to be used, and please let us know if you require further clarification.

1. Could you please provide a copy of the Trusts/entity "New Medical Device policy?"
2. Could you please provide a copy of the Trusts/entity "Medical Devices and Procurement Review Group policy?"
3. Could you please provide a copy of the Trusts/entity "Business case template for new medical devices or technology" for new medical/diagnostic device approval?
4. Could you please provide a list of all approved medical devices in your Trusts/entity? Excel format, word or PDF is fine.
5. Could you please provide a copy of the policy which supports "medical devices on trial requirements".
6. Could you please provide the policy for including a new pathology test within the Trusts/entity?
7. Could you please provide the policy for the "New medical Product Selection Group"
8. Could you please confirm how often new medical device review meetings take place?
9. Could you please provide me the name of the staff member responsible for finances of new medical devices and their email address.
10. Could you please provide me the name of the staff member responsible for procurement of new medical devices and their email address.
11. Lastly, could you please supply a copy of the last 3 'New Medical Device meeting' minutes and also the location of where they are published on your website?

Response

1. There is no "New Medical Device" policy at NHS Borders, therefore this information is not held, as defined in Section 17, Freedom of Information (Scotland) Act 2002.
2. Please see NHS Borders Medical Equipment Committee Terms of Reference and Guidelines attached below:



Medical Equipment
Committee TERMS



Guidance on
Management of Medic



Managing Medical
Devices.pdf

3. Please see NHS Borders Equipment Request Justification Template attached below:



EQUIPMENT
REQUEST JUSTIFICA

4. NHS Borders does not have an approved equipment list and therefore this information is not held, as defined in Section 17, Freedom of Information (Scotland) Act 2002.
5. Please see NHS Borders Equipment on Loan/Trial Guidelines attached below:



MANAGEMENT OF
MEDICAL EQUIP ON



Master Indemnity
Agreement.pdf



Master Indemnity
Agreement Delivery

6. There is no policy for including a new pathology test at NHS Borders, therefore this information is not held, as defined in Section 17, Freedom of Information (Scotland) Act 2002.
7. There is no policy for the “New medical Product Selection Group” at NHS Borders, therefore this information is not held, as defined in Section 17, Freedom of Information (Scotland) Act 2002.
8. NHS Borders hold Medical Equipment Meetings; these have been paused due to Covid-19 but would usually be held quarterly. The terms of reference are attached above.
9. The Capital Budget Allocation funds medical equipment and the contact is Susan Paterson, Deputy Director of Finance susan.paterson@borders.scot.nhs.uk .
10. The staff member responsible for procurement is the Head of Procurement, Shona Milne shona.milne@borders.scot.nhs.uk .
11. These meetings have been paused and are currently under review, when the meetings were held there were no formal minutes taken, rather attendees would be allocated actions to complete, therefore this information is not held, as defined in Section 17, Freedom of Information (Scotland) Act 2002.

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 **59-22** 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.