



Ref: FOIA Reference 2024/25-409

Date: 4th October 2024

Email foi@uhnm.nhs.uk

Dear Sir/Madam

I am writing in response to your email dated 23rd September 2024 requesting information under the Freedom of Information Act (2000) regarding Medical Examiners.

Q1 I would like to enquire as to what the setup of the Medical Examiners office for your organisation.

What hours is the service operational?

A1 Office opening hours are Monday-Friday 8am-5pm, Weekend 8am-12pm including bank holidays.

Q2 What staffing arrangements do you have during weekends (staff type & hours worked)?

A2 Medical Examiner Officers - Saturday 4 hours and Sunday 4 hours (extra day off given in the week for working weekend, with enhanced pay)
Medical Examiners – on-call rota (to work as and when needed for an urgent release)

Q3 What work is undertaken during weekends? i.e. is full scrutiny completed for all deaths or are only deaths for urgent release scrutinised?

A3 Medical Examiner Officer – MEO pre-scrutiny work and identifying doctors to complete MCCD – all cases. Medical Examiners – scrutiny and sign off, of MCCD for urgent releases.

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

Yours,



Rachel Montinaro
Data Security and Protection Manager - Records