

Ref. No: 1489
Date: 23/01/25
Subject: Document / policy management system

REQUEST & RESPONSE

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

Sharepoint Online

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

We use an excel spreadsheet to monitor policies

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

N/A

- 4. The cost of these systems, including any licensing or ongoing support fees.**

Sharepoint Online is included as part of a bundled Microsoft licence which covers other products such as Teams, it is not possible to break down to an individual cost

- 5. 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.**

No