

Review of FOI requests made to the NHS Litigation Authority.

If you are not happy with the response you receive to a request for information made under the *Freedom of Information Act*, you are entitled to ask for an internal review. Such a review will, wherever possible, be handled by a member of staff who has not already been directly involved in handling your request. This will usually be the Chief Executive. If the Chief Executive has himself been closely involved in handling your initial request, then your request for internal review will be handled by our Chairman. Any request for a review should be made within two months of the original response to your FOI request.

We will endeavour to respond to your request for an internal review within three weeks. However, if the issues involved are very complicated (for example if we have to weigh up the public interest in disclosing the information sought), then we will aim to reply within six weeks.

If you remain dissatisfied with the outcome of an internal review, you are entitled to appeal further to the Information Commissioner, as long as you do so within two months of our final response to you. The Information Commissioner's Office can be contacted at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.