

**Hampshire Community Health Care**

Unit 180  
Fareham Reach  
Gosport Road  
Fareham  
Hampshire  
PO13 0FH  
Telephone: 01329 224512  
Fax: 01329 224586

Email Address: **Code A**

Our Ref: DPA 576

**Code A**

29<sup>th</sup> July 2009

Dear Mrs Ward,

**Re: Subject Access Request**

My colleague **Code A** with whom you have been corresponding is off sick and to avoid further delay I have been investigating further on your behalf.

Thank you for sending copies of the information you already have regarding the complaint which was a great help and has enabled us to locate the original complaints file a copy of which is attached.

I can only apologise for the delays in locating this information.

If we can be of any further help please do not hesitate to contact me on the above numbers

Yours Sincerely

**Code A**

**Mrs A Loftus**  
**IG Co-ordinator SE**