

Freedom of Information Act, 2014

Summary of Review Rights under the Act

INTERNAL REVIEW

A final decision on your request will normally be sent to you within four weeks of receipt of request. Where it is necessary to seek deposits, to consult third parties or to refine the scope of a request, this deadline is extended appropriately.

You are entitled to an internal review on your request where the Department:

- Refuses your FOI request
- Excludes all or part of particular records
- Gives access in a form other than that which you requested
- Charges a fee or a deposit
- Does not issue a decision within the legislative timeframe
- Refuses an application requesting reasons for 'acts of the body'
- Refuses to amend a record containing personal information about you.

You can appeal in writing (or by email to: foi@health.gov.ie) to the FOI Officer at the address below. You should:

- State the details of your initial request
- State what decision or action you wish to have reviewed
- State the reasons why you believe our response has been inadequate, and
- Include an upfront fee of €30.* Bank details are attached.

The review is a full and new consideration of the matter carried out in accordance with the Departments internal review procedures.

You would normally have 4 weeks, from the due date of a decision OR from the date of receipt of a decision, to make such an appeal. The appeal may be made later in appropriate circumstances.

*There is no fee for review applications concerning only personal information relating to oneself or in relation to decisions to impose a fee. A reduced fee of €10 applies if the person bringing the application is a medical card holder or a dependant of a medical card holder.

REVIEW BY THE INFORMATION COMMISSIONER

If, following an internal review, you are not satisfied with the Departments response; you may appeal in writing to the Information Commissioner at 18 Lower Leeson Street, Dublin 2.

A fee of €50 must accompany most applications for a review by the Information Commissioner. A reduced fee of €15 applies if you are covered by a medical card or in relation to a review concerning certain third party information. Again, there is no fee for review applications concerning only personal information relating to oneself or in relation to decisions to impose fees or deposits.

Freedom of Information Unit, 7th Floor, Miesian Plaza, D02 XW14

Account Name: Department of Health – Lodgement EFT – Public
Bank Account

Bank: Danske Bank

Branch: 3 Harbourmaster Place, IFSC, D01 K8F1

IBAN: IE56DABA95159910002666

BIC No: DABAIE2D

Account No: 10002666

Sort Code: 95-15-99

Remittances should be sent to accountseft@health.gov.ie and an email, to FOI Unit, advising of payment to be sent to foi@health.gov.ie

NB: Please use the FOI reference, as advised to you in the acknowledgement, when making lodgements.