Lothian NHS Board

NHS Lothian Headquarters
Waverley Court
4 East Market Street
Edinburgh
EH8 8BG
www.nhslothian.scot

Date 08 October 2026
Your Ref
Our Ref 11747

Enquiries to Richard Mutch
Extension 35687
Direct Line 0131 465 5687
loth.freedomofinformation@nhs.scot
richard.mutch@nhs.scot

Dear

FREEDOM OF INFORMATION – TRAVEL REIMBURSEMENT CLAIMS

I write in response to your request for information in relation to travel reimbursement claims.

Question:

- Please provide information for financial years 2022/23, 2023/24 and 2024/25. For each financial year, please provide:
  The medical school or schools for which the board administers undergraduate medical student travel reimbursement claims.
  1. The total number of undergraduate medical student travel reimbursement claims received.
  2. The total number of travel reimbursement claims approved.
  3. The total number of travel reimbursement claims rejected or partially rejected.
  4. The average (mean) number of calendar days between receipt of a claim and payment being made to the student.
  5. The shortest recorded time between receipt of a claim and payment being made to the student.
  6. The longest recorded time between receipt of a claim and payment being made to the student.
  7. The number (or, if more readily available, the proportion) of claims where payment was made more than 28 calendar days after receipt of the claim.
  8. The total value of travel reimbursement payments made to undergraduate medical students.
  9. A copy of any current guidance, policy or procedure document used by the board in relation to undergraduate medical student travel reimbursement claims.

Answer:
I am advised that that undergraduate medical student travel claims are managed by the University of Edinburgh. The request information is therefore not held by NHS Lothian. As per Section 17 of the Freedom of Information (Scotland) Act 2002 formally I must advise that we do not hold this information.

They can be contacted via the following:
https://information-compliance.ed.ac.uk/freedom-information/make-a-request/freedom-of-information-requests

I am sorry I cannot help further with your request.

If you are unhappy with our response to your request, you do have the right to request us to review it. Your request should be made within 40 working days of receipt of this letter, and we will reply within 20 working days of receipt. If our decision is unchanged following a review and you remain dissatisfied with this, you then have the right to make a formal complaint to the Scottish Information Commissioner within 6 months of receipt of our review response. You can do this by using the Scottish Information Commissioner's Office online appeals service at www.itspublicknowledge.info/Appeal. If you remain dissatisfied with the Commissioner's response you then have the option to appeal to the Court of Session on a point of law.

If you require a review of our decision to be carried out, please write to the FOI Reviewer at the email address at the head of this letter. The review will be undertaken by a Reviewer who was not involved in the original decision-making process.

FOI responses (subject to redaction of personal information) may appear on NHS Lothian's Freedom of Information website at: https://org.nhslothian.scot/FOI/Pages/default.aspx

Yours sincerely

ALISON MACDONALD
Executive Director, Nursing
Cc: Chief Executive