GDPR & Information Governance

The aim of this short course is to ensure staff are fully aware of the legal requirements both as an individual and as an organisation for information governance and data protection.

To ensure necessary safeguards are in place and appropriate procedures are adhered to for processing and retention of residents and staff personal identifiable data.

Course Objectives _____

- To understand Information Governance and the legal framework
- To recognise your accountabilities and responsibilities when using personal information
- To know the requirements of the Data Security and Protection Toolkit (DSP) to enable organisations to meet the standards
- To know the recommendations in the Caldicott report and the principles
- To gain information regarding confidentiality, security and record keeping and retention requirements
- To explain policies and procedures for individual organisations
- To recognise the links to Data Protection 1998 and other relevant legislation to the General Data Protection Regulation (UK GDPR)

COURSE NOTES _____

- Please ensure the trainer is aware of your specific policy and procedures that you wish them to cover in training for your staff

COURSE INFORMATION	
Duration:	Half day
Who should attend:	Nurses, All Care/Support Workers, Managers/Seniors/CHAPS
Certification:	Certificate of Attendance
Travel Charge:	Dependent on Location

Training and Assessment in Healthcare Ltd, 15 Hurricane Way, Norwich NR6 6EZ
Tel: 01603 611107 Email: training@tihcuk.com
Website: www.traininginhealthcare.co.uk
Managing Director: Linda Evans RGN. Company Secretary: Howard Evans. V.A.T. registration No: 948 7300 96