DSP Toolkit – Integrated Care Boards

What's new for 22-23

January 2023 John Hodson

Data Security and Protection Toolkit

What is it?

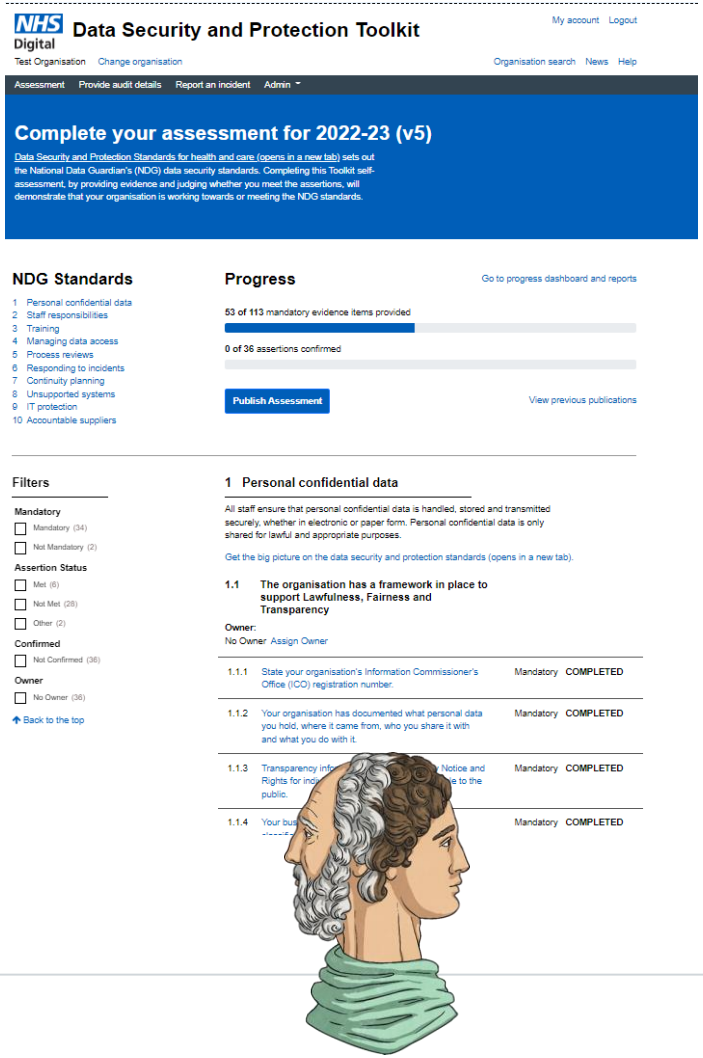
On line Self-Assessment

External assurance

Checklist (DP/Cyber Poverty)

Gateway to systems

Mix of measures (descriptions/outcomes/ checks)



Sector baseline standard

High quality data source

DHSC assurance

Threat horizon scanning

Raising maturity (achievable at a stretch)

DSP Toolkit for 22-23

Transition to 22-23 Toolkit

22-23 Standard agreed and available at:
https://www.dsptoolkit.nhs.uk/News/22-23-DSP-Toolkit-evidence-items

Audit and Big Picture guides available now with pdfs ☺

Deadline is 30th June 2023

Baseline 28th February 2023 ICBs

Assertions and checkboxes are unticked

Responses from 22-23 transferred where evidence item unchanged

Evidence item numbers have been Reordered and gaps removed

Additional Evidence items for ICBs

22-23 DSP Toolkit – Key Changes

Incorporate IG Simplification

NHS E Privacy Team advice on removing duplication, aligning with updated guidance

ICB/ALB move to Category 1

Additional requirements for ICBs

Feedback Review

DSPT evidence items reviewed and updated based on feedback, support calls and comments from stakeholders. Evidence items reviewed

Tooltips expanded

More detail drawn from Audit guides

Audit requirements

Assertions to be Audited are: 1.3, 2.1, 3.4, 4.1, 4.2, 4.5, 5.1, 6.3, 7.2, 7.3, 8.3, 9.3 and 10.1

Consent requirement made mandatory

NHS E Privacy Team advice on removing duplication, aligning with updated guidance

Technical requirements strengthened

Specific Improvements to requirements on Medical Devices, ATP, vulnerabilities, unsupported systems, Early Warning Service and network documentation

Training

Change coming from since 1st July to the last 12 months.

Where has the wording been tweaked (watch out for date changes)

3.2.1 Training requirement amendment coming…

At least 95% of all staff, have completed their annual Data Security Awareness Training since 1st July 2022.	**Please provide your highest percentage figure for the period 1st July 2022 - 30th June 2023 in the space below with an explanation of how you have calculated the figure.** **This can be calculated from local materials/E Learning system and/or the national Data Security Awareness E-Learning system. If using local training it must cover the areas included in https://portal.e-lfh.org.uk/Component/Details/544182** **All staff, which includes new starters, locums, temporary, students and staff contracted to work in the organisation have completed their annual Data Security Awareness Training (including passing a mandatory test).**

To

At least 95% of all staff, have completed their annual Data Security Awareness Training in the last twelve months.	**Please provide your percentage figure for the last twelve months prior to the date of publication, in the space below with an explanation of how you have calculated the figure.** **This can be calculated from local materials/E Learning system and/or the national Data Security Awareness E-Learning system. If using local training it must cover the areas included in https://portal.e-lfh.org.uk/Component/Details/544182** **All staff, which includes new starters, locums, temporary, students and staff contracted to work in the organisation have completed their annual Data Security Awareness Training (including passing a mandatory test).**

Examples of last twelve months before publication

Publication Date = 30.06.2023

Training included is:

01.07.2022 – 30.06.23

Publication date = 01.06.2023

Training included is:

02.06.2022 – 01.06.2023

Publication date = 01.04.2023

Training included is:

02.04.2022 – 01.04.2023

Publication date = 01.10.2022

Training included is:

02.10.2021 – 01.10.2022

Example Answer for 3.2.1 Training based on 1st June 2023 publication date

96.1% of staff have completed Data Security Awareness training in the last twelve months.

This was calculated as below:

Number of staff (including locums, temporary, students and staff contracted to work in the organisation) in the organisation = 10,000.

Number of staff completing data security awareness training since 2nd June 2022 = 9,610

Broken down into:

Number of staff completing national Data Security Awareness training = 8,140

Number of staff completing face to face IG session with test = 1,500

Number of staff completing data security awareness training with other organisations since 2nd June 2022 = 21

Number of staff figure is taken from email exchange with HR/Payroll team from 20/08/2021 which is available in the 22-23 DSPT Evidence – 3.2.1 Folder on SharePoint.

Number of staff completing face to face IG session with test, is taken from the registers of the session which are available in the 22-23 DSPT Evidence – 3.2.1 Folder on SharePoint.

Number of staff completing data security awareness training with other organisations since 2nd June 2022 is taken from the certificates/emails of the session which are available in the 21-22 DSPT Evidence – 3.2.1 Folder on SharePoint.

Integrated Care Boards

Completing the DSP Toolkit as an ICB

The ICB will be responsible for submitting a Data Security and Protection Toolkit (DSPT) for 22-23.

ICB Toolkit empty to begin with

ICBs are required to complete a DSP Toolkit Audit and complete a baseline

Scope of ICB Toolkit is the legal entity of the Integrated Care board not the patch.

Understood some might have zero Connected Medical Devices in your asset register but it is the checking that counts

ICBs and ODS Codes Watch out for this

ICBs have Q codes make sure you are completing the correct DSP Toolkit

If in doubt contact the Exeter helpdesk

CCGs not required to complete a DSPT

You may still access to old CCG DSPT don't just carry on with it ☺

Places are not required to complete a separate DSP Toolkit watch out for ODS Code changes in Old CCGs

Further reading at:

https://digital.nhs.uk/services/organisation-data-service/upcoming-code-changes

Responses

It is expected that some ICB responses may be made up of a CCG level responses so you can start work now.

For example you may in place ROPAs at a CCG level now and pull them together in a summary paper to an ICB group once established.

The key is to ensure there is a plan to harmonise the work towards an integrated ICB response.

To meet the DSP Toolkit in an ICB

1.1.2 Your organisation has documented what personal data you hold, where it came from, who you share it with and what you do with it.

Step 1 – Complete the Reviews

- Acceptable to have different information Asset registers and data flows systems across ‘old’ CCGs.
- Must follow the relevant guidance for data flows be undertaken since 01 July 2022

Step 2 – Documentation

- Acceptable for different format of reports to be produced following reviews
- Can be completed in pre-ICB format

Step 3 – ICB Reporting

Acceptable to have a summary report of all reviews presented to the ICB SIRO and the accountable group

ICB SIRO approve overall ICB registers and data flows.

ICB Queries - Connected Medical Devices

The ICB have any Connected Medical Devices how do we respond?

Explain the process you have been through to confirm you do not have any connected medical devices.

This could be by reviewing information asset registers confirmation for IT Suppliers etc.,

ICB Queries - Data Quality

What sort of DQ Board should the ICB set up?

It should cover the data you process and be proportionate.

The meeting's terms of reference are set by the organisation but you should document your decision

ICB Queries – Assurance statement from IT Suppliers

Ca we use Assurance Statements from IT Suppliers as evidence for the DSP Toolkit now we are ICBs rather than CCGs?

Yes you can if it is appropriate.

For example; on whether software is being updated and patches are being applied.

No change from CCG publications

Help and Support

Resources to help

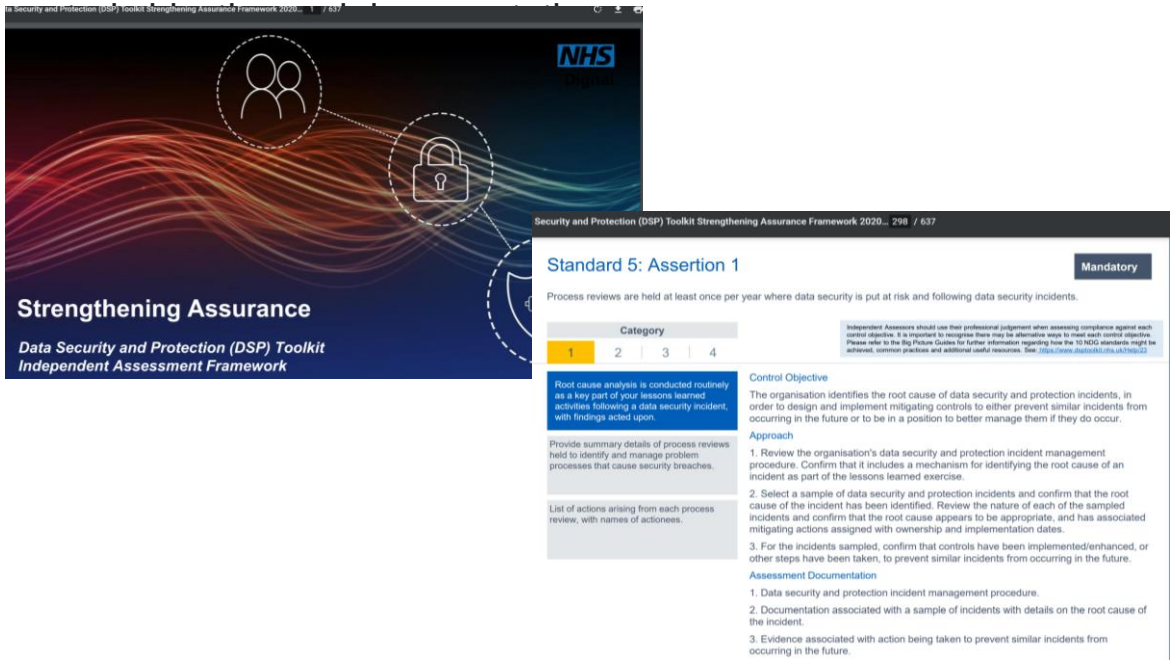
Monthly Webinars for Cat 1 organisations https://www.dsptoolkit.nhs.uk/News/webinars

helpdesk exeter.helpdesk@nhs.net.

Audit Guides

https://www.dsptoolkit.nhs.uk/Help/Independent-Assessment-Guides

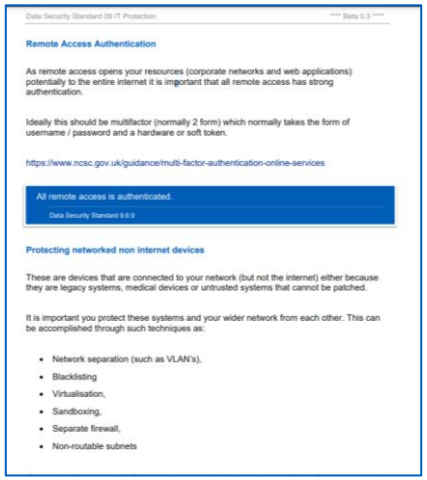
Useful as set out the requirement in a ISO 27001 style with



Big Picture Guides

https://www.dsptoolkit.nhs.uk/Help/big-picture-guides

Give background to the requirement and talk more broadly about the subject area with links to wider reading



Any questions?

Thank You

@nhsdigital

company/nhs-digital

digital.nhs.uk

NHS Digital