



Feedback from Information Governance Working Group

November 2013

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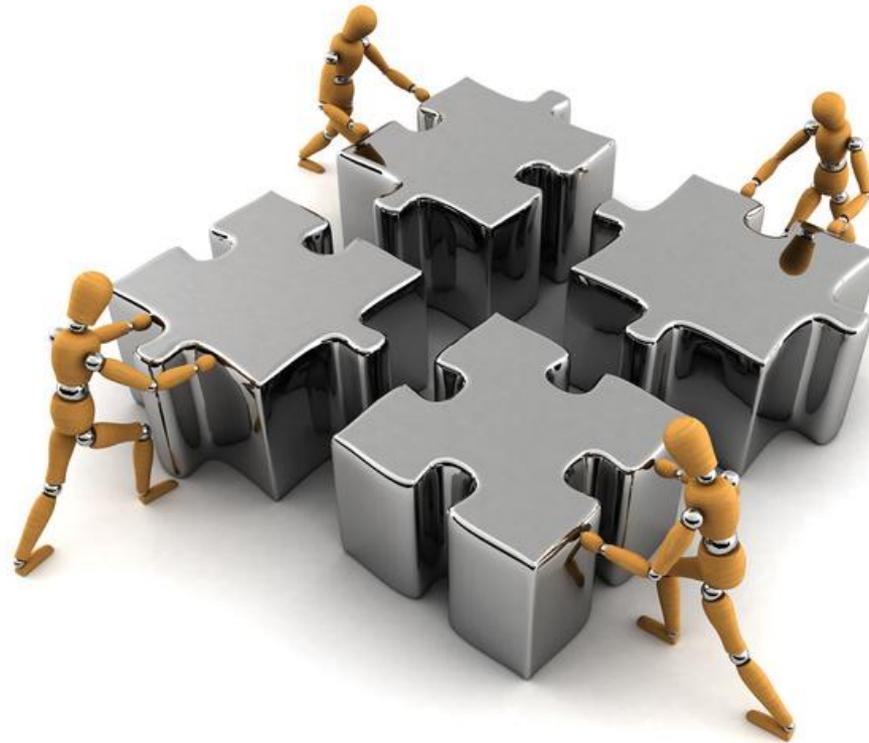
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Working Group Aims

1. Investigate options and make recommendations for tailoring the Secondary Use Organisation and Hosted Secondary Use Team/Project views of the Information Governance Toolkit (IGTK) to suit the needs of research and education
2. Produce a mapping between IGTK and ISO/IEC 27001/2
3. Review the guidelines and standards for data transfer from the NHS to research and education organisations
4. Provide good practice examples of documentation for addition to the online Knowledge Base



SUMMARY OF MEETINGS

Meetings held so far

- Conference call (16th October)
- Two in-person meetings (29th August, 12th Nov)
- One workshop (12th Nov)
- 21 members

IGTK Constraints

- Difficult to add or change:
 - Views
 - Requirements
 - Requirement description headers
 - Attainment levels

Opportunities

- Areas which can be added or improved more easily:
 - Guidance material specific to research and education
 - Shared resources in the “Knowledge Base”
e.g. sample policies



ACHIEVEMENTS

Achievements

- 10 proposed changes submitted to HSCIC
- Produced mapping from 27001/2:2013 to IGTK Hosted Secondary Team view
- Material donated for use in knowledge base
- Website and mailing list provided to support the above activities
- Work ongoing to raise awareness of group



NEXT STEPS

Deadline

- Next version (12) of IGTK to be published in March 2014
- Proposals and updates due by end January

Actions

- Receive and respond to feedback on changes requested
- Collate, review and submit knowledge base material to HSCIC
- Training course to be made available by NIHR CRN Coordinating Centre
- Agree updated guidance on the IGTK process for research and education applicants
- 27001/2 mapping for secondary organisation view

Conclusion



- Progress has been good
- Document review and collation is a significant piece of work
- Working Group is likely to continue past January 2014
- Contact Malcolm Teague to get involved:
 - malcolm.teague@ja.net