

NHS-HE Forum Working Group on Information Governance

The working group was created at the request of the NHS-HE Forum and is based on a team of individuals coming together to achieve a joint task without any delegated executive responsibility.

Terms of Reference

1. To liaise directly with NHS Digital about the development of the Information Governance Toolkit (IGT) as it relates to research and education organisations and to feedback directly to the External IG Delivery Team at NHS Digital in terms of proposals for changes.
2. To represent research and education organisations at the national Strategic Information Governance Network (SIGN).
3. To investigate options and make recommendations for tailoring the Secondary Use Organisation and Hosted Secondary Use Team/Project views of the IGT to suit Research and Education whether in Higher Education Institutions or elsewhere i.e. those involved in clinical research and education or those providing services to health and social care.
4. To maintain awareness of legal, regulatory, contractual and technical developments that have affected the implementation of the IGT in research and education organisations and keep documented resource on this subject.
5. To understand the relationship between the IGT and NHS information governance requirements in Scotland, Wales and Northern Ireland, in terms of its impact on research and education organisations.
6. To help develop or coordinate training and guidance suitable for the research and education community e.g. running workshops or training days.
7. To publish any guidelines or good practice case studies or examples on the IGT Knowledge Base and <https://community.jisc.ac.uk/groups/nhs-he-forum-connectivity-project> , with other channels added where appropriate.
8. To report on progress to the NHS-HE Forum meetings at least annually.
9. To review the ongoing value and existence of the group at least annually to coincide with the major IGT version publication cycle i.e. May or June each year. Where it is agreed to continue then the membership of the group will be reviewed to ensure that it is appropriate.