Data Security Standards

The data security standards were proposed by the National Data Guardian (NDG) and agreed by the Government and Care Quality Commission (CQC). Further details are available here: Department of Health: Your Data:- Better Security, Better Choice, Better Care'- July 2017

The NHS Standard Contract 2017/18 requires organisations to implement the NDG recommendations on data security. The standards will be monitored by CQC. This will be supported by information from the redesigned Information Governance Toolkit.

10 steps to help you deliver the new data security standards:

1. Have a clear procedure for handling, storing and transmitting personal confidential which is understood and followed by staff
2. Make staff aware of their responsibility to handle information appropriately and how to avoid breaches
3. Ensure all staff undertake data security training annually
4. Ensure that all access to personal confidential data on IT systems can be attributed to individuals. Have mechanisms in place to remove access when it is no longer required
5. Review processes annually and make improvements to any that have caused breaches or near misses, or which force staff to use workarounds which compromise data security
6. Follow the 10 steps to Cyber Security https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/395717/10_steps_infographic.pdf Report cyber-attacks against services within 12 hours of detection. Make staff aware of Cyber Security Do's and Don'ts.
7. Review your business continuity plan annually and ensure it covers how to respond to threats to data security
8. Only use software and internet browsers provided by your IT support provider
9. Put in place a strategy for protecting IT systems from cyber threats which is based on a proven cyber security framework such as Cyber Essentials https://www.cyberstreetwise.com/cyberessentials/
10. Suppliers should be held accountable via contracts. Make sure you have contracts in place with all your IT suppliers that clearly set out their responsibility for protecting the personal confidential data they process