



## COURSE PROGRAMME

### Caldicott Guardian Training for Wales

9.15 Coffee and Registration

9.30 Welcome and Introduction

- Background to the Caldicott Guardian initiative and relationship to associated initiatives; update
- Principles
- Access to information law and its impact
- Informing Healthcare and Useful Resources for Caldicott Guardians (Informing Healthcare website)
- Clinical Governance, Information Governance and Caldicott Guardians; relationship to the quality of care
- The Role of the Guardian: strategic, facilitator, advisor
- Key Initiatives in Wales (WASPI, the health record initiative etc)
- Confidentiality: Code of Practice for Health and Social Care in Wales
- Scenarios

11.00 Coffee

11.15 Key Issues

- Clinical Governance and Corporate Governance in relation to Caldicott Guardians
- Sharing clinical information with third parties, information flows, mapping and prioritising
- Clinicians and confidentiality
- Privacy and Privacy Impact Assessment
- Scenarios

13.00 Lunch

14.00 Records and Disclosure

- Record keeping
- The legal framework in respect of disclosure
- Who can access patient data and why; including the legal imperatives
- Solicitors, police, courts, counter fraud, healthcare development, anonymisation
- Scenarios
- Interface with freedom of information

15.00 Tea



15.15 Resources, guidance and troubleshooting

- Resources, protocols and audits ; gate keeping and safe havens
- Patient identifiable information and keeping it safe and secure
- Available guidance and resources; especially in relation to new initiatives
- Difficult situations and troubleshooting
- Scenarios
- Personal action plan

16.30 Close