

CALDICOTT GUARDIAN TRAINING IN SCOTLAND - FULL DAY  
**Accredited by CORAS – NHS Scotland**  
**5 CPD Points**

9.30 Coffee and Registration

10.00 Welcome and Introduction

- Background to the Caldicott Guardian Initiative
- Clinical Governance and Information Governance
- Principles
- Access to Information Law and its impact
- The UK perspective: Wales, England, Northern Ireland and Scotland

Clinical governance, information governance and Caldicott Guardians

- Relationship to quality of care
- The Role of the Guardian; strategic, facilitator, advisor, conscience
- Key Issues
- Clinical Governance and Corporate Governance in relation to Caldicott Guardians
- Taking stock
- Sharing clinical information with third parties, information flows, mapping and prioritising
- Clinicians and confidentiality
- Scenarios

Records and Disclosure

- Record keeping
- The legal framework in respect of disclosure
- Who can access patient data and why; including the legal imperatives
- Records of the deceased
- Scenarios

Resources, guidance and troubleshooting

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

15.15 Close