



NHS Information Governance Training

It is incumbent on all NHS bodies to handle organisational information appropriately and securely, and yet all too often there are shortcomings.

The media has recently highlighted a number of incidences of data being lost, several of which involved NHS organisations. It is clear, therefore, that some Trusts are experiencing difficulties in ensuring that they are able to meet the exacting standards demanded.

Information Governance is the means through which the NHS discharges its responsibilities for handling organisational information of all kinds. This information includes personal and sensitive information about both patients and staff.

Information Governance provides a framework to bring together the legal requirements, codes of practice and best practice. Among other things it embraces:

- The Data Protection Act 1998
- The Freedom of Information Act 2000
- The Confidentiality Code of Practice
- Records management
- Information quality assurance
- Information security

At Fuse Learning we recognise the challenges that NHS organisations can face in implementing best practice in this difficult and complex area. We have, therefore, established a programme to advise and assist.

The Fuse Learning NHS Information Governance Programme includes advice and information on:

- Implementing the requirements of the key legislation
- The means of conforming to agreed best practice
- Records management
- Information security
- General information governance management



We recognise the problems and hazards associated with implementing effective Information Governance policies and procedures, including:

- Flexible working, including working from home
- The ever-increasing use of laptops
- The use of highly portable data storage devices
- The ever-increasing amount of personal information being stored

We also recognise, therefore, that it has never been more vital to ensure that all Information Governance practices and procedures are as effective as possible. Our programme is designed to ensure that *your* Trust does all it can to ensure the confidentiality and security of all patient and staff records.

Why not read more about Information Governance and Data Protection in our blog at www.fuselearning.co.uk/blog

Fuse Learning Commitment

Fuse Learning helps organisations to realise the potential of their staff and maximise the benefits of their investment in people.

In today's challenging economic climate employers, whether private sector or public, cannot afford to pay lip service to the notion that people are their greatest asset. That asset needs to be harnessed to the full.

At Fuse Learning we take a 'holistic' approach, embracing the provision of a range of services which empower organisations to link their investment in people, in all its forms, to their corporate objectives and ensure that their staff are equipped to contribute effectively to a modern, strategic working environment.

We are committed to developing tailored solutions that best suit the individual requirements of our clients, guaranteeing the highest level of effectiveness.

If you would like to discuss your requirements, or any aspect of the Fuse Learning service, please do not hesitate to contact us:

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