



Preparing for the new Data Protection Legislation General Data Protection Regulations (GDPR)

New data regulations will come into force on 25 May 2018, placing mandatory requirements on GP practices around data privacy.

What does this mean?

The General Data Protection Regulation (GDPR) replaces the existing data protection law and is intended to strengthen and unify data protection for all individuals within the European Union (EU).

The regulations largely apply to personal data held by an organisation and include names, email addresses, medical information and computer IP addresses.

There will be an increase in fines for non-compliance and the failure to demonstrate compliance.

Each GP practice will need to implement these changes.

Key changes for GP practices

- Strengthened processes and policies relating to the collection and storing of confidential data, including patient and staff contact data, in accordance with the new regulations.
- The requirement for business continuity plans to include details of how data and cyber security incidents will be responded to.
- A new requirement for organisations to have a Data Protection Officer that will monitor compliance against GDPR and provide advice and support
- Changes to how Subject Access Requests are managed
- Strengthened processes for reporting data security incidents and near misses and increased fines for organisations that are found to be non-compliant.

What information will be available for primary care?

South Central and West Commissioning Support Unit (SCWCSU), who have been commissioned by NHS England to support practices with their GDPR transition, have developed an information pack for practices which outlines:

- the requirements of GDPR and
- actions required by practices to comply with the new requirements.

This information pack is attached. Examples of documents that need to be completed (plan, fair processing notice, consent guidance, information asset register, data flow mapping and data protection impact assessment) are embedded in the pack to help practices understand what they need to do to prepare for the new data protection law.

A series of briefing sessions are planned to support practices through the changes and further support will be offered by South West Central Commissioning Support (SWCCS).

Telephone helpline and email support

An Information Governance Enquiries telephone support line will be in operation from 5 April 2018. This will be manned by a SCWCSU representative who will be able to answer queries. An email address is also available to provide support for any practices who need assistance completing the required templates.

- **Telephone Helpline** **023 8062 7579**
- **Email support** SCWCSU.IGEnquiries@nhs.net

LMC Roadshows

The LMC is also hosting a series of roadshows across Surrey and Sussex. Colleagues can attend any roadshow and are not restricted to events in their local area. Places can be booked online through the LMC website.

When	Where	More Info
19 th April 10.30a.m – 1.00p.m	Masonic Hall, Dorking Halls, Reigate Road, Dorking, RH4 1SG	https://www.sslmcs.co.uk/events/6712
25 th April 12.30 – 3.00p.m	Kings Centre, Coppard Gardens, Chessington, Surrey, KT9 2GZ	https://www.sslmcs.co.uk/events/6713
26 th April 12.00p.m – 3.00p.m	Amex Stadium, Village Way, Brighton, BN1 9BL	https://www.sslmcs.co.uk/events/6714
2 nd May 12.00 – 3.00p.m	Coulsdon Manor Hotel, Croydon	https://www.sslmcs.co.uk/events/6715
8 th May 12.00 – 3.00p.m	Billingshurst Community & Conference Centre, Roman Way, Billingshurst, RH14 9QW	https://www.sslmcs.co.uk/events/6716