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Foundation Trust Office: 01325 74 3625
Corporate Records Office: 01325 74 3700

Request for Information Reference: 12.21.52

FOI Direct line: 01325 743700
Email: cdda-tr.cddftfoi@nhs.net

Email only

10th January 2022

Freedom of Information Act 2000 – Request for Information

Thank you for submitting a request for information which we received on 22nd December 2021 in relation to County Durham and Darlington NHS Foundation Trust (the Trust). Your request has been processed under the provisions of the Freedom of Information Act 2000 and I am now able to provide you with a response.

Your request was in relation to inappropriate access to medical records and I am providing the following information in response to your specific questions:

- 1. Please provide the attached details of any member of staff who has been discovered to have inappropriately accessed any medical records within your Trust from 1 January 2019 to today's date. I have attached a table for completion with the specific information required.**

Please find enclosed the table you required to be completed.

- 2. Please provide a copy of your latest Trust wide Information Governance Audit showing the level of staff knowledge, understanding and adherence to the relevant legislation.**

Staff employed by the Trust complete annual Data security and Protection (DSP) Training, this is completed through the NHS Digital Data Security and Protection e-learning module e-learning which includes a knowledge assessment. Any staff who have additional DSP duties receive additional training. In order to be compliant staff must attain a minimum pass rate of 80%. The overall total % of staff compliance is submitted as part of the Trust's annual DSP Toolkit submission, with a minimum requirement of 95% of all staff trained in order to claim the requirement as complete. The Trust achieved 95% in December 2021,

3. Please provide details on how often your Trust carries out audits to identify inappropriate access to medical records by staff.

The Trust does not routinely audit appropriate access to medical records in the main administration system. Any potential inappropriate access would be investigated as part of a complaint or concern that had been highlighted.

In line with the Information Commissioner's directive on the disclosure of information under the Freedom of Information Act 2000 your request will form part of our disclosure log on the Trust's website. However please be assured that we anonymise all responses prior to adding them to the disclosure log.

I hope that this response has provided you with the information you had requested. If you have any queries or wish to discuss the information supplied, please do not hesitate to contact me by telephone or in writing. If however, you are dissatisfied with the way in which your request has been handled and would like an internal review, you will need to contact me in writing at the above address or via cdda-tr.cddffoi@nhs.

If you remain dissatisfied with our response following an internal review you have the right to appeal to The Information Commissioner at Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. More information is available on their website; www.ico.gov.uk.

Yours sincerely

Corporate Records and Freedom of Information Facilitator