

Data Protection and Confidentiality Policies

Purpose

1. This report presents the new Data Protection and Confidentiality Policies and requests Board approval.

Key issues

2. The new Data Protection and Confidentiality Policies have been drafted to ensure that Healthwatch Cambridgeshire and Peterborough meets the standard of data protection set out in the Data Protection Act 2018 and the associated General Data Protection Regulations.
3. A wide range of actions have been put in place to ensure the organisation's compliance, including:
 - The appointment of a Data Protection Officer (DPO)
 - Compilation and maintenance of an Information Asset Register
 - Drafting of all required processes, such as a Data Protection Impact Assessment and Subject Access Request.
4. The Directors and staff have received training regarding the requirements. A volunteer training session is planned for later this year.
5. During September the DPO is undertaking an audit regarding compliance with the standards set out in the GDP Regulations. An Improvement Plan will be put in place should any remedial action be required.

Action required by the Board

6. The Board is asked to:
 - Approve the Data Protection and Confidentiality policies.

Author

Sandie Smith, CEO

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