



GIG
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WALES

Ymddiriedolaeth GIG
Prifysgol Felindre
Velindre University
NHS Trust



Gwasanaeth Gwaed Cymru
Welsh Blood Service

Pencadlys Ymddiriedolaeth GIG Prifysgol Felindre
Velindre University NHS Trust Headquarters
2 Cwrt Charnwood
Heol Billingsley
Parc Nantgarw
Caerdydd/Cardiff
CF15 7QZ



Canolfan Ganser Felindre
Velindre Cancer Centre

Ffôn/Phone : (029) 20196161

<https://velindre.nhs.wales>

Date: 11TH December 2023

Ref: CORP 2023 - 185

Dear xxxxx

Freedom of Information request: Digital Information Sharing - Safeguards and Confidentiality (CORP 2023 - 185)

Thank you for your request for information which the Trust received on 14th November 2023.

Your Request:

- *Who is your appointed Caldicott Guardian and Senior Information Risk Owner?*
- *Made reference in the above Committee - Do you have access to the National Integrated Audit System? If so, how many times do you utilise on a weekly basis over the past 12 months.*
- *In the past 2 years how many employees have been disciplined for inappropriate access to patient data (broken down by digital and paper records).*
- *What percentage of your total employed or contracted staff are compliant with any nationally available mandated Data Protection training?*
- *How many employees do you have that are directly responsible for providing advice on matters of Data Protection and Confidentiality.*
- *How many Subject Access Requests have you received from patients over the past 12 months.*

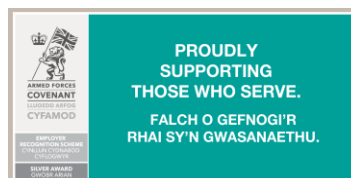
Please find the Trust's response below:

Who is your appointed Caldicott Guardian and Senior Information Risk Owner?

The Caldicott Guardian for the Trust is Dr Jacinta Abraham – Executive Medical Director.

The Senior Information Risk Owner for the Trust is Mr Matthew Bunce – Executive Director of Finance

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Velindre University NHS Trust is happy to receive communication in Welsh or English.





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Made reference in the above Committee - Do you have access to the National Integrated Audit System? If so, how many times do you utilise on a weekly basis over the past 12 months.

The Trust does have access to the National Integrated Audit System (NIAS) and this is checked twice weekly. The Trust will run additional checks if a specific incident requires it. The check will always cover the date of the previous check so that no gaps in coverage exist.

In the past 2 years how many employees have been disciplined for inappropriate access to patient data (broken down by digital and paper records).

The number of disciplinaries for inappropriate access to electronic data within the last 2 years is less than 6, therefore the Trust has applied an exemption under Section 40(2) (personal data) of the Freedom of Information Act 2000. This is because the Trust believes there is a potential risk of individuals being able to be identified if the figures were disclosed.

There have been no reported incidences of inappropriate access to paper records over the last 2 years.

What percentage of your total employed or contracted staff are compliant with any nationally available mandated Data Protection training?

As of 30th November 2023, the Trust's compliance with Information Governance training on the Electronic Staff Record System (ESR) IS 85.26% against the minimum standard of 75%.

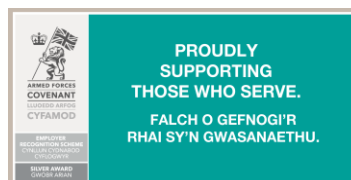
How many employees do you have that are directly responsible for providing advice on matters of Data Protection and Confidentiality.

The Trust has one employee directly responsible for providing advice on matters of Data Protection and Confidentiality.

How many Subject Access Requests have you received from patients over the past 12 months.

The Trust has received 58 Subject Access Requests over the past 12 months.

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I trust this answers your request for information, however, should you not be satisfied with the information supplied or the process of supplying it, you have a right to complain and request a review. Please note that you must submit a request for a review within 40 days of the date of this letter.

You should forward your complaint to:-

Mr Ian Bevan via FOI.VUNHST@wales.nhs.uk
Head of Information Governance
Velindre University NHS Trust
2, Charnwood Court
Heol Billingsley
Parc Nantgarw
Cardiff / Caerdydd
CF15 7QZ
Tel / Ffon - 029 20196161

Should you wish to take your complaint further, if you are still unhappy with the decision after review, you can contact the:-

Information Commissioner's Office - Wales
2nd Floor,
Churchill House,
Churchill Way,
Cardiff,
CF10 2HH
Telephone: 0330 414 6421
email: wales@ico.org.uk

Yours sincerely

Lauren Fear
Director of Corporate Governance and Chief of Staff
Velindre University NHS Trust
2 Charnwood Court
Heol Billingsley
Parc Nantgarw
Cardiff CF15 7QZ

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