

Dear «MailingGreeting»

Caldicott Guardian: «GuardianDetails»

Other contact: «ManagerDetails»

Data Protection Officer: «DPOdetails»

Legal entity name: «Org»

On behalf of the Regional IG Steering Group we are writing to all local health and social care organisations to provide you and «**Org**» («OrgCode») of «**Addr**» with news of planned changes to the IG arrangements for data processing and sharing across the region.

As you may be aware, the current information sharing framework has been adapted to better support the transformational nature of changes across the health economy without diluting your authority as data controllers.

There are many benefits from the changes, perhaps most important of which is that thanks to the review and legal opinion provided by the Queens Counsel we now have legal certainty regarding our sharing arrangements. We now know that the revised sharing arrangements are lawful in all respects. We also know that our legal bases for processing data are appropriate, our use of repository-based sharing is lawful and our approach to communications and engagement with patients and the public is sufficient to allow us to rely on the Common Law principle of implied consent. We can have confidence in the robustness of our sharing arrangements.

More details and examples of the revised sharing documentation can be found at www.regisa.uk.

We will be writing to you again in early October to confirm the detailed timescales for implementation. Currently, the timescales for the implementation of the revised sharing arrangements are as follows:

30 th September	All revised documents have been reviewed before being issued to you
1 st October	IG Steering Group gave final approval for documentation to be issued for signature
4 th October	Dr John Rawlinson (IGSG and Berkshire LMC Chair) will be writing to you confirm the IG Steering Group and Local Medical Committee position regarding the arrangements
4 th October	Together with Dr Rawlinson's letter links to the approved supporting documents such as leaflets for patients and members of the public, posters and legally reviewed privacy notice text will be issued for use by member organisations
8 th October	Issuing of documents for approval by member organisations begins
18 th October	Issuing of documents for approval by member organisations completes
Reminders	Starting 15 th October, regular reminder emails will be sent to organisations

A key feature of the updated framework is the introduction of an Annual General Meeting (AGM) for the IG Steering Group. The General Meetings are designed to give all members an improved opportunity to contribute to the priorities, policies and direction of Information Governance across the region.

The IG Steering Group is currently planning to hold the first General Meeting in February next year. More details of timing and venue will be provided to all members of the framework as soon as they are known.

The details we have on file for your organisation are:

Caldicott Guardian: «GuardianDetails»

Other contact: «ManagerDetails»

Data Protection Officer: «DPOdetails»

Legal entity name: «Org»

If any of the above have changed please let us know as soon as possible.

All documents requiring formal approval are sent to your Caldicott Guardian and only the document link sent to the Caldicott Guardian can be used to sign agreement documentation.

If you have any queries or would like additional information in the mean-time regarding the specifics of what has changed please see www.regisa.uk.

Yours Sincerely

The Regional Health and Social Care Information Sharing Agreement administrators