

Regional Health and Social Care Information Sharing Agreement

Information Governance Steering Group 8th November 2022

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Remote working practices have become more common for staff and access to data from locations that data is not normally accessed from, particularly by employees working remotely from outside of the UK is occasionally a requirement.

Determination of whether to consider an employee working overseas is the responsibility of the employer and this policy statement is focussed purely on access to one or more of the Shared Care Record from outside of the UK by staff employed by a partner organisation that has signed all relevant information sharing documentation relating to access the Shared Care Record platforms concerned.

All organisations with access to the Shared Care Record platforms, whether that is via 'single sign on/context launch' or direct portal access will need to consider this policy statement when determining if a member of staff will be allowed to work outside the UK and have access to the Shared Care Record platforms in any form.

When determining whether an employee can work outside the UK, where the employee already has access to the Shared Care Record platforms, the employer should review whether this access is still needed for the activities that the employee will conduct.

If the employee's activities do not need access to the Shared Care Record platforms, then regardless of where they will be working, their access should be revoked until such time as their activities require it, generally upon return to the UK and resumption of duties that require access.

Where an employee's duties do still require access, then access to the Shared Care Record platforms from outside the UK will be permitted for staff working in the countries where they are covered by UK 'adequacy regulations' at the time of the requirement. For detail see: <https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/international-transfers/>.

If there is no UK adequacy regulation in place for the relevant country at the time of the request, then access to the Shared Care Record platforms must not be possible for the employee, regardless of any other permissions to work overseas and access any other data granted by their employer.

The method by which access is technically provided must be as secure as the method used by employees when working in the UK and must be on employer provided equipment.

Approval to work overseas and access the Shared Care Record platforms must be documented by the employing organisation.

For the purposes of this policy and all agreements, procedures and technical solutions within the scope of the policy, examples of the Shared Care Record platforms that may fall within the scope of the policy include without limitation:

1. Connected Care;
2. My Care Record;
3. Surrey Care Record; and
4. Thames Valley and Surrey LHCR.

This policy takes effect from 8th November 2022 and expires on the 30th April 2028.

Version 2 (final).