SFHHI4
Manage information governance in a health context

Overview

This standard is about managing information governance within the health sector. You will need to be able to identify and evaluate the appropriate use of information and enable appropriate information sharing. You will also need to be able to prepare, conduct and report information governance audits.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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Performance criteria

You must be able to:

P1   identify and evaluate the appropriate use of data and information

P2   carry out appropriate public consultation exercises concerning the use and sharing of data and information

P3   enable appropriate data and information sharing

P4   ensure the appropriate response to any identified risks takes place

P5   prepare and conduct an IG audit in accordance with National Guidelines

P6   accurately report the results of an IG audit to internal and external audiences

P7   provide robust advice and guidance to colleagues on IG related topics

P8   contribute to improving knowledge and understanding of IG across your organisation

P9   contribute to improving IG related policies and procedures

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Knowledge and understanding

You need to know and understand:

K1   the relevant legislation, policies, procedures, codes of practice and guidelines in relation to information governance

K2   the professional codes of ethics in your area of practice and other relevant areas subject to the IG audit

K3   the components of information governance, including; information quality, confidentiality, data protection, information security and records management

K4   the healthcare systems where information may be governed

K5   the relationship of information governance to other governance areas including clinical, corporate and financial, and the rights and responsibilities where there is overlap

K6   how to identify and evaluate the appropriate use of data and information

K7   standards for data and information sharing

K8   how to conduct and report an Information Governance audit

K9   the ways in which you can contribute to improving Information Governance

Additional Information

External Links   This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: Core 5 Quality

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