

Gateway number 07631

INFORMATION GOVERNANCE PROGRAMME

The below outlines the requirements to fulfil paragraph 28 (2) (f) of Schedule 4, part 4 to the National Health Service (Pharmaceutical and Local Pharmaceutical Services) Regulations 2013 (as amended).

Approved Particulars

The overarching position is that community pharmacies must comply with required levels of confidentiality and compliance with the Data Protection Act set out in the Data Security and Protection Toolkit. The requirements will be reviewed annually in consultation with the Pharmaceutical Services Negotiating Committee (PSNC), and generally be published by the start of the financial year in question. There may be occasions when there are amendments or additions to the Data Security and Protection Toolkit within the year. In these circumstances it will be agreed with PSNC a reasonable timeline in which pharmacies must comply with the change.

Community pharmacies should comply with the requirements set out in the current version of the Data Security and Protection Toolkit on the NHS Digital website (<https://www.dsptoolkit.nhs.uk/>). They must also complete the Data Security and Protection Toolkit assessment each year to measure their performance against their information governance policies and standards and to provide NHS England with assurance that the pharmacy is meeting the required standards, practising good data security and handling personal information correctly.

Community pharmacies must have completed and submitted the Data Security and Protection Toolkit assessment by 31st March each year.

The effective date for these approved particulars is 20 February 2019.