

# DSP Toolkit

21-22

Webinar begins at 12.30.  
Please mute your microphone.

June 2022 John Hodson



**NHS Digital** Data Security and Protection Toolkit My account Logout

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## Assessment

Data Security and Protection Standards for health and care (opens in a new tab) sets out the National Data Guardian's (NDG) data security standards. Completing this Toolkit self-assessment, by providing evidence and judging whether you meet the assertions, will demonstrate that your organisation is working towards or meeting the NDG standards.

- 1 Personal Confidential Data
- 2 Staff Responsibilities
- 3 Training
- 4 Managing Data Access
- 5 Process Reviews
- 6 Responding to Incidents
- 7 Continuity Planning
- 8 Unsupported Systems
- 9 IT Protection
- 10 Accountable Suppliers

### 1 Personal Confidential Data

All staff ensure that personal confidential data is handled, stored and transmitted securely, whether in electronic or paper form. Personal confidential data is only shared for lawful and appropriate purposes.

[Get the big picture on the data security and protection standards \(opens in a new tab\).](#)

#### 1.1 There is senior ownership of data security and protection within the organisation

**Owner:**  
Christopher Clark [Change](#)

1.1.1	<a href="#">Has SIRO responsibility for data security been assigned?</a>	Mandatory	
1.1.2	<a href="#">List the names and job titles of your key staff with responsibility for data protection and/or security.</a>	Mandatory	COMPLETED
1.1.3	<a href="#">Are there clear lines of responsibility and accountability to named individuals for data security?</a>	Mandatory	
1.1.4	<a href="#">Is data security direction set at board level and translated into effective organisational practices?</a>	Mandatory	COMPLETED

Awaiting confirmation by assertion owner

#### 1.2 There are clear data security and protection policies in place and these are understood by staff and available to the public

### Progress

[Progress dashboard and reports](#)

18 of 110 mandatory evidence items provided

0 of 42 assertions confirmed

Your assessment status (if you were to publish now)

Standards NOT Met

Publish Assessment

[View previous publications](#)

**Filter by:**

**Mandatory**

Mandatory (37)

Not Mandatory (5)

**Assertion Status**

Met (4)

Not Met (33)

Other (5)

**Confirmed**

Not Confirmed (42)

**Owner**

No Owner (37)

Chamini Seneviratne (1)

Christopher Clark (1)

Harry Hawkins (1)

Load Rush (2)

The Data Security and Protection Toolkit (DSPT) is an online self-assessment tool that allows health and care organisations to measure their performance against the National Data Guardian's 10 data security standards – typically annually.

# Data Security and Protection Toolkit

*What is it?*

Self-Assessment

External assurance

Checklist (DP/Cyber Poverty)

Gateway to systems

Mix of measures  
(descriptions/outcomes/  
checks)



Sector baseline standard

High quality data source

DHSC assurance

Threat horizon scanning

Raising maturity (achievable  
at a stretch)

# Further details on News pages of DSP Toolkit

**Deadline 30 June  
2022**

**National Data  
Opt Out deadline  
extended to 31<sup>st</sup>  
July**

**Evidence item  
1.2.4 is now non-  
mandatory mid-  
May**

**New  
Caldicott  
Guardian  
guidance  
and free e-  
learning  
available.  
Modules for  
Caldicott  
Guardians  
and seniors  
leaders.**

**22-23 DSP  
Toolkit  
spreadsheet  
published  
June 2022**

**Mapping DSP  
Toolkit  
geographical**

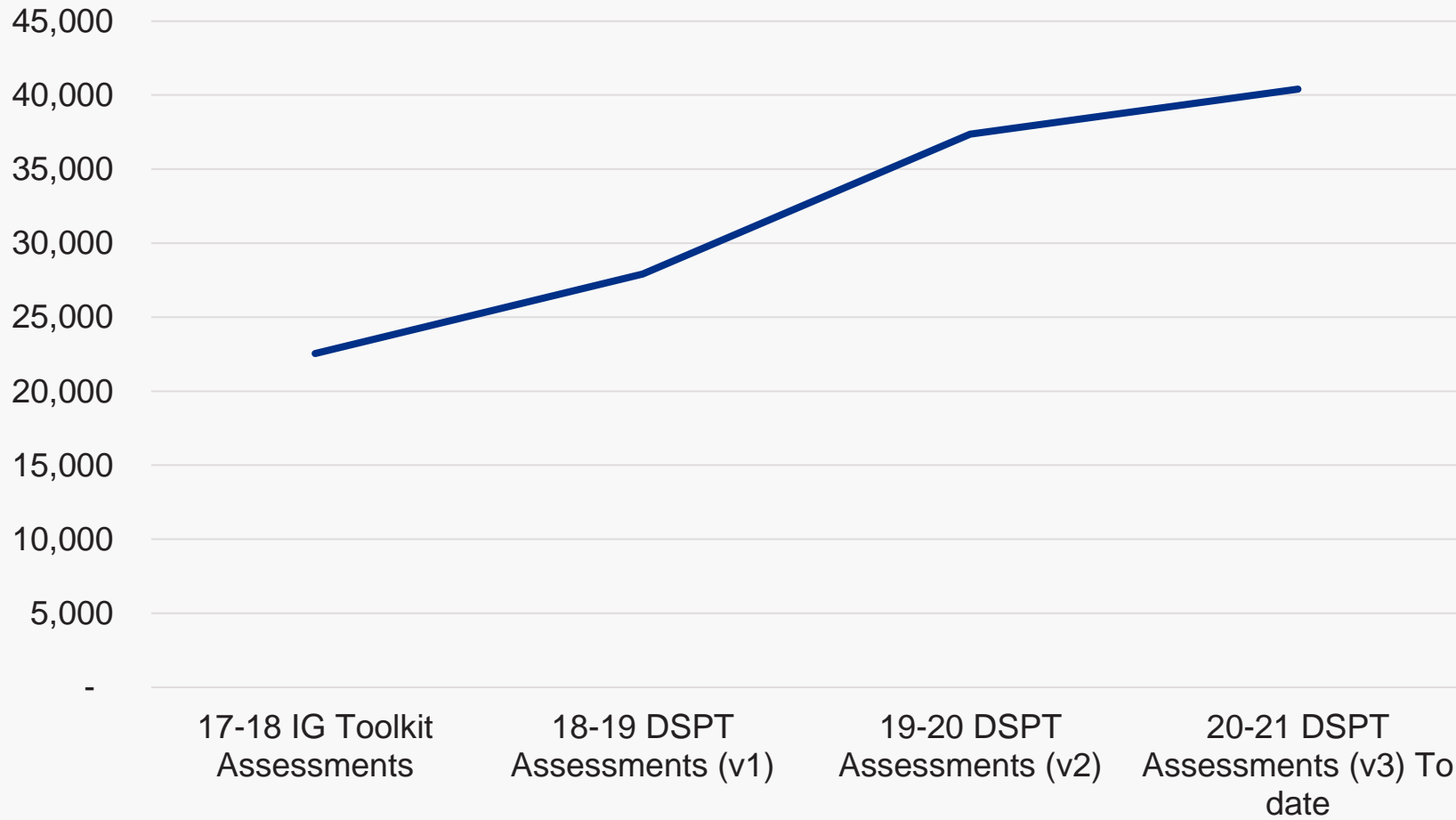
**ICO Incident  
trends  
report**

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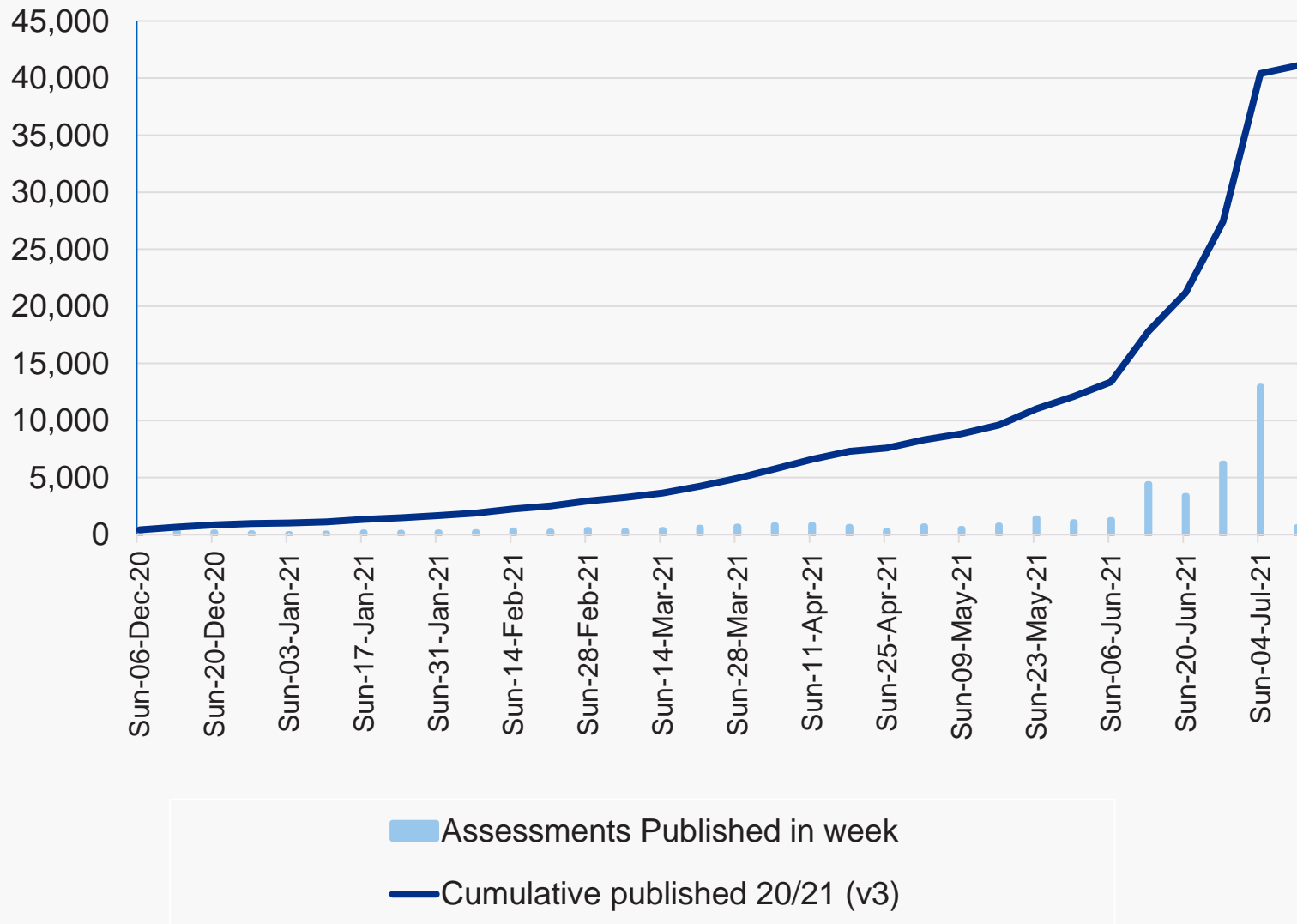
# DSP Toolkit Facts and Figures



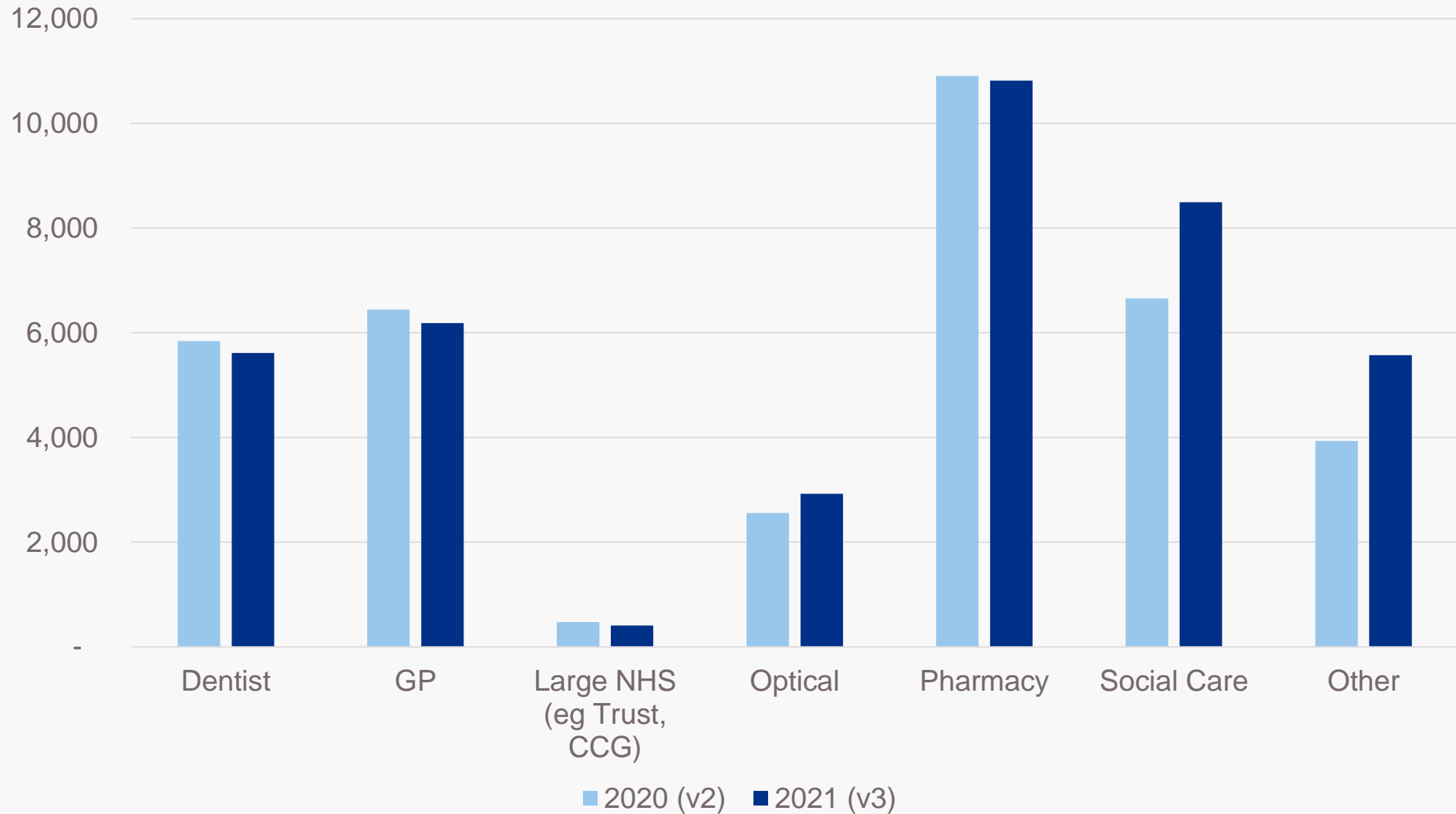
## Number of Assessments Published



# DSPT Weekly Published Self-Assessments 20 /21



## DSPT Take up by sector





# DSP Toolkit for 21- 22



# Transition to 21-22 Toolkit

**21-22 Standard  
agreed and  
available at:**

[https://www.dsptoolkit.nhs.uk/  
News/21-22-DSP-Toolkit-  
evidence-items](https://www.dsptoolkit.nhs.uk/News/21-22-DSP-Toolkit-evidence-items)

**Deadline is  
30th June  
2022**

**Responses  
from 20-21  
transferred  
where  
evidence  
item  
unchanged**

**Assertions  
are  
unconfirmed**

**Evidence  
item  
numbers  
have been  
Reordered  
and gaps  
removed**

**Minor  
changes  
overall**

# Evidence items in the DSP Toolkit



## Mandatory evidence items

	Category 1 organisations	Category 2 organisations	Category 3 organisations	Category 4 organisations
Total number of mandatory evidence items 2020-21 v3.1	111	89	45	31
Total number of mandatory evidence items 2021-22 v4	110	89	43	29

## Total evidence items

	Category 1 organisations	Category 2 organisations	Category 3 organisations	Category 4 organisations
Total number of evidence items 2020-21 v3.1	149	146	92	46
Total number of evidence items 2021-22 v4	142	137	85	42



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# What is no longer a Mandatory requirement



# Not Mandatory for 21-22

1.2.4	Is your organisation compliant with the national data opt-out policy?
1.8.3	What are the top three data and cyber security risks in your organisation and how does your organisation plan to reduce those risks?
4.3.1	Have all the administrators of your organisation's IT system(s) signed an agreement to hold them accountable to higher standards?

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# What are the new Non-Mandatory requirements



# Non Mandatory Evidence items

<b>1.1.6</b>	Your organisation has reviewed how you ask for and record consent.	Provide details in the comments. Further details <a href="https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/consent/">https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/consent/</a>
<b>9.3.8</b>	What is the organisations data security assurance process for medical devices connected to the network.	This should a policy /process document or full explanation covering how the organisation assures data security during the full life cycle of the medical device.

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**Where has the  
wording been  
tweaked**





# Date Changes

3.1.1	Has a training needs analysis covering data security and protection, and cyber security, been completed since 1st July 2021?
3.2.1	Have at least 95% of staff, directors, trustees and volunteers in your organisation completed training on data security and protection, and cyber security, since 1st July 2021?

# 21-22 DSP Toolkit – Tips and Training

## Spot Checks

Can be completed remotely, do not have to be physical

## Offline Backup for O365

<https://digital.nhs.uk/cyber-and-data-security/guidance-and-assurance/backups-and-office-365-guidance>

## Training - when

Can include and training completed 1st July 2021 - 30th June 2022

## Training What

Can be face to face, your own materials, eLearning or a mixture of all

## Locally amended

You can use your own training package as long as it covers the same learning objectives, signed off by SIRO,DPO or CG and has a test which staff must pass.

## Training completed at other NHS Organisations

Can include training completed at previous organisations within the time scale

## The equation

If a Trust has 10,000 staff, it needs to train 9,500 between 1 July 2021 and 30 June 2022 to meet the 95% target.

## Webinar

Putting on a separate webinar on Training at the end of April. See news pages for details.

# Design Changes

**Organisation  
Profile category  
changes**

**New Category NHS  
Trust**

**Simplified  
Categories for  
smaller  
organisations**

**Publication  
Email  
expanded**

**User  
research on  
digital  
badges**

**Assessment  
screen  
changes**

**Floating  
filters**

**Back to top  
button**

**Reduced pdf  
and more web  
content for  
accessibility**

**Helps google  
searches**

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# Demonstration?



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# Help and Support



# Resources to help

DSP Toolkit website has two main documents to help and the [exeter.helpdesk@nhs.net](mailto:exeter.helpdesk@nhs.net).

## Overview

<https://www.dsptoolkit.nhs.uk/Help/overview>

## Videos

<https://www.digitalsocialcare.co.uk/latest-guidance/video-guides-how-to-complete-the-data-security-protection-toolkit/>

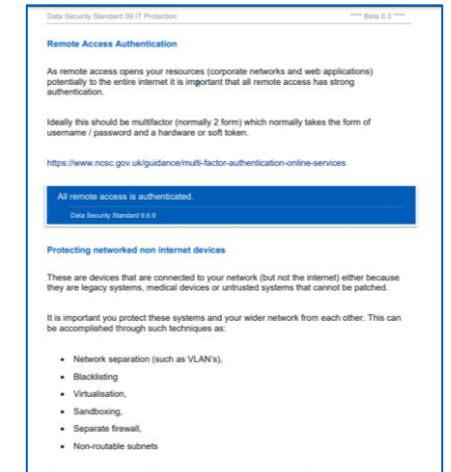
## Standards met guide

<https://www.digitalsocialcare.co.uk/latest-guidance/completing-standards-met-on-the-data-security-and-protection-toolkit/>

## Big Picture Guides

<https://www.dsptoolkit.nhs.uk/Help/big-picture-guides>

Give background to the requirement and talk more broadly about the subject area with links to wider reading



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**Any questions?**





**NHS**  
Digital

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# Thank You



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**digital.nhs.uk**