

Data Protection Impact Assessment

Project Name: E-Discharges
Project Lead: A Kearns/ C Aldridge/ B Lowe

Date of DPIA Completion: 22-Aug-18
Person Completing DPIA: Brandon Lowe

Complete the below in relation to the project/change:

Area	Information to include	Response
Project Brief	provide an overview of the project to include: - why is the project being undertaken? - what are the current risks if the project is not completed?	E-Discharges is being undertaken as part of NHS England's standard contract and technical guidance to ensure all discharges are done electronically by the 1st October 2018.
Project Aims	Overall aim of the project.	The aim of the project is to no longer use emails/letters for discharges, but to use an electronic method instead.
Engagement and involvement	Who is involved in the project?	Brandon Lowe (Project Facilitator), Colin Aldridge (Senior Software Architect), Kevin Cashmore (Senior Software Developer), David Gray (Senior Software Developer), Adrian Kearnes (EPR Programme Manager) Tracy Thompson (MH Admin Manager), Emma Evans (LD & CAMHS Admin Manager),
	What Teams internally are involved and what individuals are leading from these teams?	IT Development Team (B Lowe, C Aldridge & A Kearnes)
	Are external agencies involved? If so who?	DOCMAN

	Does the project plan include consultation with public / patients?	No
Data Processing	Does the project affect the use of data?	It won't affect the use of data however being as we will be moving over to electronic discharges we will be using the data different.
	Is new data collected?	No new data will be collected as the information on the discharge summaries will be the same as before however it will now be electronic
	Is there a change to storage?	The data will be stored on an external system called DOCMAN. The data will be uploaded onto DOCMAN where the GP can then pick up and process it accordingly.
	Is destruction of data affected?	No
	Is data being shared to a new party?	Yes, discharge summaries will be uploaded onto DOCMAN