

**Freedom of Information Act 2000 – Request Reference FoI/23/593**  
**Digital Information Sharing**

**Who is your appointed Caldicott Guardian and Senior Information Risk Owner?**

Meriel Jenney is the Caldicott Guardian for Cardiff and Vale University Health Board (the UHB). The Senior Information Risk Owner is David Thomas.

**Made reference in the above Committee - Do you have access to the National Integrated Audit System? If so, how many times do you utilise on a weekly basis over the past 12 months.**

The UHB does not hold this information. However, in accordance with our duty to advise and assist under section 16 of the Freedom of Information Act 2000, the UHB can refer you to the following link: [Digital Health and Care Wales – Freedom of Information](#).

Additionally, the UHB can provide an anecdotal account that its Data Protection Officer runs NIIAS reports monthly and checks logs weekly.

**In the past 2 years how many employees have been disciplined for inappropriate access to patient data (broken down by digital and paper records).**

There have been 72 cases related to a breach of confidentiality of patient data since November 2021. Each of these cases was investigated. Nine resulted in formal sanctions. For the remainder, the case was either dealt with informally, the employee resigned before an outcome could be reached, or there was no case to answer. The UHB believes that all of these cases relate to electronic records.

**What percentage of your total employed or contracted staff are compliant with any nationally available mandated Data Protection training?**

The latest compliance with the statutory and mandatory Information Governance module is 75%.

**How many employees do you have that are directly responsible for providing advice on matters of Data Protection and Confidentiality.**

The UHB's Information Governance team has five members of staff.

**How many Subject Access Requests have you received from patients over the past 12 months.**

Please see the below table for data from October 2022 to September 2023.

Oct-22	244
Nov-22	246
Dec-22	161
Jan-23	262
Feb-23	238
Mar-23	272
Apr-23	211
May-23	253
Jun-23	286
Jul-23	293
Aug-23	312
Sep-23	238
<b>Total</b>	<b>3016</b>

Please note that while the majority of subject access requests for medical records are processed by a single department, the UHB does also have a number of devolved services that manage their own requests. These are not currently logged centrally.

The figures above only represent those requests centrally logged with the Medical Records Department. In addition to this, the Department also receives requests for medical records from organisations such as the police and the courts, which are recorded in the same database. As far as is practicably possible, only requests for records made under Article 15 of the UK GDPR have been included above.