EMIS

Information Sharing Agreement

**Information Sharing Agreement (ISA) between Liverpool Heart and Chest Hospital NHS Foundation Trust, Adult Community Services and General Practices.**

|  |  |
| --- | --- |
| Version: | 1.0 |
| Date approved: |  |
| Approved by: |  |
| Review date: |  |

## CONTRIBUTION LIST

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**Version Control**

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| --- | --- | --- | --- |
| Author | Date | Amendments | Version |
| Carol Taylor | October 2021 | Initial Draft | 1.0 |
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## Introduction

The aim is that this data sharing agreement will supersede previous multiple data sharing agreements and provide one over-arching agreement centred around the same principles and processes that all partners utilising an EMIS Web system will adhere too. As such, the below organisations are aligned to this data sharing agreement and will be either viewing or sharing clinical information (or both).

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Viewing (Data Processing)** | **Sharing (Data Controller)** |
| Liverpool Heart and Chest Hospital NHS Foundation Trust | Yes | Yes |
| Liverpool University Hospital NHS Foundation Trust | Yes | Yes |
| Mersey Care NHS Foundation Trust | Yes | Yes |
| Cheshire CCG  Member Practices | Yes | Yes |
| Halton CCG  Member Practices | Yes | Yes |
| Knowsley CCG  Member Practices | Yes | Yes |
| Liverpool CCG  Member Practices | Yes | Yes |
| Southport and Formby CCG  Member Practices | Yes | Yes |
| South Sefton CCG  Member Practices | Yes | Yes |
| St Helens CCG Member Practices | Yes | Yes |
| Warrington CCG  Member Practices | Yes | Yes |
| Wirral CCG  Member Practices | Yes | Yes |
| NHS Cheshire CCG | No | No |
| NHS Halton CCG | No | No |
| NHS Knowsley CCG | No | No |
| NHS Liverpool CCG | No | No |
| NHS Southport and Formby CCG | No | No |
| NHS South Sefton CCG | No | No |
| NHS St Helens CCG | No | No |
| NHS Warrington CCG | No | No |
| NHS Wirral CCG | No | No |
| Primary Care 24 (Merseyside) Ltd | Yes | Yes |
| South Sefton Primary Healthcare Ltd | Yes | Yes |
| Southport and Formby Health Ltd | Yes | Yes |

The agreement will underpin the data sharing technical functionality within EMIS and provide the principles and basis for accessing the shared data. The data sharing functionality within EMIS provides a 'shared record view'. The data being accessed as part of this agreement is related to the care management of an individual patient who has a legitimate relationship with the viewing staff member for direct care delivery. For example, if a patient attends a community appointment, the assessing clinician will access the record for that individual patient to inform and support the consultation being undertaken.

Community Services are designed to deliver an improvement in the population’s health and well-being across the region through affordable, integrated, individualised, high quality health and social care; available to all that need it (across the whole life course).  To support community services delivery of care, a key requirement is to access information held by a patient’s Primary Care Team (General Practice and GP Federations), other community service providers and hospitals.  Access to information helps teams to make decisions and plan an individual’s care 24/7, ensuring Integrated Care Teams are safe and effective

This agreement will:

* Enable Community Services to provide a higher level of care to their patients as they will have a full knowledge of the patient’s medical history, medications, consultations, diagnoses, and specialist letters via GP, Community service and Hospital held records, which enables a safer delivery of care
* Enable clinically appropriate access to clinical notes, free text and specialist letters
* Improve communication with clinical colleagues across disciplines by having a broader view of care professionals supporting the individual patient
* Prevent clinical duplication
* Improve accuracy in prescribing
* Enable Integrated Care Teams to gain an indication of the impact on patient's life to assess and prioritise treatment
* Provide Integrated Care Teams with the security of having timely access to patient details when attending to patients out of hours
* Enable person-centred advice to be given to patients when contacting community services
* Prevent and reduce inappropriate hospital admission due to more informed decision making.
* Access to patient details at the point of care
* Time saving for all data sharing partners due to improved electronic communications.
* Reduction of clinical risk regarding medication reviews, due to access being available to a patient’s medical record
* Reduction in calls for information, due to electronic access

## Partner agencies covered by this Information Sharing Agreement (ISA)

|  |  |  |
| --- | --- | --- |
| **Partner** | **Information Sharing Agreement (ISA) Governance Lead** | **Email** |
| Liverpool Heart and Chest Hospital NHS Foundation Trust | Head of Information Governance and Administration / Data Protection Officer | [infogov@lhch.nhs.uk](mailto:infogov@lhch.nhs.uk) |
| Liverpool University Hospital NHS Foundation Trust | Information Assurance Manager | [Information.assurance@rlbuht.nhs.uk](mailto:Information.assurance@rlbuht.nhs.uk) |
| Mersey Care NHS Foundation Trust | Head of Information Governance and Data Protection Officer | [DataProtectionOfficer@merseycare.nhs.uk](mailto:DataProtectionOfficer@merseycare.nhs.uk) |
| NHS Cheshire CCG | Matthew Cunningham | [Matthew.cunningham@nhs.net](mailto:Matthew.cunningham@nhs.net) |
| NHS Halton CCG | Martin Stanley | [Martin.Stanley1@nhs.net](mailto:Martin.Stanley1@nhs.net)  01925 303030 |
| NHS Knowsley CCG | Neil Meadowcroft | [Neil.Meadowcroft@knowsleyccg.nhs.uk](mailto:Neil.Meadowcroft@knowsleyccg.nhs.uk)  0151 244 4126 |
| NHS Liverpool CCG | Michelle Timoney | [Michelle.Timoney@liverpoolccg.nhs.uk](mailto:Michelle.Timoney@liverpoolccg.nhs.uk)  0151 296 7000 |
| NHS Southport and Formby CCG |  | [southportandformby.ccg@nhs.net](mailto:southportandformby.ccg@nhs.net)  0170 439 5785 |
| NHS South Sefton CCG |  | [Southsefton.ccg@nhs.net](mailto:Southsefton.ccg@nhs.net)  0151 317 8456 |
| NHS St Helens CCG | Andy Howard | [Andrew.Howard@sthelensccg.nhs.uk](mailto:Andrew.Howard@sthelensccg.nhs.uk) |
| NHS Warrington CCG |  | [warccg.halccg.primarycare@nhs.net](mailto:warccg.halccg.primarycare@nhs.net)  01925 303030 |
| NHS Wirral CCG | Sarah Boyd-Short  Interim Head of Primary Care | [sarah.boyd-short@nhs.net](mailto:sarah.boyd-short@nhs.net) |
| Primary Care 24 (Merseyside) Ltd | Margaret Swinson Data Protection Office | [Margaret.swinson@pc24.nhs.uk](mailto:Margaret.swinson@pc24.nhs.uk) |
| South Sefton Primary Healthcare Ltd | Dr Massimo Goxxelino | [South.seftonpch@nhs.net](mailto:South.seftonpch@nhs.net) |
| Southport and Formby Health Ltd | Dr Abdul Zubairu | [abdulzubairu@nhs.net](mailto:abdulzubairu@nhs.net) |

CCG Member GP Practices are detailed in Appendix 3 and the community clinical services associated with this agreement are listed in Appendix 4.

## Information Sharing Level

**For Primary Purpose: Direct Care (via EMIS Web Clinical Services)**

The categories of data subjects this agreement covers are patients referred to the service and information is only shared to support direct patient care

|  |  |
| --- | --- |
| **Personal and Special Category Data** | **Viewable Data** |
| Personal Details | Family Name, Given Name, Home Address, Post Code, Date of Birth, Gender, Ethnicity, NHS Number, Status for this Organisation |
| Care Record Summary | Full Care Record, Medication, Allergies, Diary Entries, Consultations (including free text), Investigations, Documents (including referral letters and other correspondence), Alerts, Recent Activity (including appointments and health status) |

This sharing agreement supports the **exclusion** of sensitive data from being shared regarding the following. The full list of exclusion codes for the areas can be accessed through the links below;

* [Assisted fertilisation](http://www.diseasesdatabase.com/snomed/refset_metadata.aspx?id=999004371000000100)
* [Gender related issues](http://www.diseasesdatabase.com/snomed/refset_metadata.aspx?id=999004351000000109)
* [Sexually transmitted disease](http://www.diseasesdatabase.com/snomed/refset_metadata.aspx?id=999004381000000103)
* [Termination of pregnancy](http://www.diseasesdatabase.com/snomed/refset_metadata.aspx?id=999004361000000107)

## What is the legal basis for this sharing?

**For Direct Care (Primary Purpose):**

The General Data Protection Regulations (GDPR) makes the following provisions for processing personal data:

* The GDPR lawful basis for ‘processing of personal data’ is permitted under ‘Article 6(1)(e) – ‘official authority’
* The GDPR lawful basis for ‘processing of special category data’ is permitted under ‘Article 9(2)(h) – ‘provision of health’

In addition to the benefits of sharing in the introduction the information will be shared for the following purposes:

* To promote better communication of the patient’s care and to provide real time information
* To enable joined up, patient-centred quality care by integrated teams
* To support GP practices to fulfill the requirements of their contract to share detailed patient records with pertinent providers

## Processes for sharing the information via EMIS Web Clinical Services (Patient Identifiable Data)

| Data Category | Partner collecting this information | Partner receiving the information | Data Protection Condition for sharing | Caveats on the sharing | Retention periods |
| --- | --- | --- | --- | --- | --- |
| Personal Details | * GP Practices * South Sefton Primary Healthcare Ltd * Southport and Formby Health Ltd * Liverpool University Hospitals NHS Foundation Trust (Community Respiratory Team) * Mersey Care NHS Foundation Trust (Health Technologies) | * Community Services provided by * Liverpool Heart and Chest Hospital NHS Foundation Trust | As per section 4 of this Information Sharing Agreement (ISA)  Article 6(1) e AND  Article 9(2) h | * No third party sharing without consent from the data controller * The processor must only engage a sub-processor with the controller’s prior authorisation and under a written contract | In line with [NHS Records management code of practice](https://www.nhsx.nhs.uk/information-governance/guidance/records-management-code/) |
| Personal Details | * Community Services provided by * Liverpool Heart and Chest Hospital NHS Foundation Trust | * GP Practices * South Sefton Primary Healthcare Ltd * Southport and Formby Health Ltd * Liverpool University Hospitals NHS Foundation Trust (Community Respiratory Team) * Mersey Care NHS Foundation Trust (Health Technologies) | As per section 4 of this Information Sharing Agreement (ISA)  Article 6(1) e AND  Article 9(2) h | * No third party sharing without consent from the data controller * The processor must only engage a sub-processor with the controller’s prior authorisation and under a written contract | In line with [NHS Records management code of practice](https://www.nhsx.nhs.uk/information-governance/guidance/records-management-code/) |
| Care Record Summary | * GP Practices * South Sefton Primary Healthcare Ltd * Southport and Formby Health Ltd * Liverpool University Hospitals NHS Foundation Trust (Community Respiratory Team) * Mersey Care NHS Foundation Trust (Health Technologies) | * Community Services provided by * Liverpool Heart and Chest Hospital NHS Foundation Trust | As per section 4 of this Information Sharing Agreement (ISA)  Article 6(1) e AND  Article 9(2) h | * No third party sharing without consent from the data controller * The processor must only engage a sub-processor with the controller’s prior authorisation and under a written contract | In line with [NHS Records management code of practice](https://www.nhsx.nhs.uk/information-governance/guidance/records-management-code/) |
| Care Record Summary | * Community Services provided by * Liverpool Heart and Chest Hospital NHS Foundation Trust | * GP Practices * South Sefton Primary Healthcare Ltd * Southport and Formby Health Ltd * Liverpool University Hospitals NHS Foundation Trust (Community Respiratory Team) * Mersey Care NHS Foundation Trust (Health Technologies) | As per section 4 of this Information Sharing Agreement (ISA)  Article 6(1) e AND  Article 9(2) h | * No third party sharing without consent from the data controller * The processor must only engage a sub-processor with the controller’s prior authorisation and under a written contract | In line with [NHS Records management code of practice](https://www.nhsx.nhs.uk/information-governance/guidance/records-management-code/) |

The information made available **from GP practices and GP Federations** in scope of this agreement is highlighted within the table below

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Professional Group | Summary | Problems | Diagnosis | Medication | Risk and Warnings | Procedures | Investigations | Examinations | Events | Demographics | Consultation Free Text | Attachments |
| Registered Health Care Professional | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Unregistered Professional / Clinical Support | Y | N | N | N | Y | N | N | N | N | Y | N | N |
| Admin / Clerical | N | N | N | N | Y | N | N | N | N | Y | N | N |

The information made available **from Community Services** in scope of this agreement is highlighted within the table below

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Professional Group | Summary | Problems | Diagnosis | Medication | Risk and Warnings | Procedures | Investigations | Examinations | Events | Demographics | Consultation Free Text | Attachments |
| Registered Health Care Professional | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Unregistered Professional / Clinical Support | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |
| Admin / Clerical | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y |

It is not possible for the table above to be completely inclusive. The signatories of this Information Sharing Agreement (ISA) will review information sharing provisions on a regular basis to ensure the provisions are adequate for the purposes outlined in section 3. Data will be retained for only the period necessary for the purposes outlined in section 3, in line with the [NHS Records Management Code of Practice](https://www.nhsx.nhs.uk/information-governance/guidance/records-management-code/)

## Informing individuals about use of their data

All Partners to this agreement are required to ensure they fulfill their obligations under the General Data Protection Regulation and Data Protection Act 2018 and the Common Law Duty of Confidentiality.

1. Each Partner has a duty to ensure that all individuals are informed about any proposed use of their information, including with whom the information will be shared and how it will be used. It is recommended that each partner update their organisation privacy notices as necessary.
2. Based on this explanation, people have the right to withhold or specify limitations as to the sharing and use of their information.
   * To manage patient opt outs, exercising the Right to Object

A Patient opts out of information sharing at GP Practice which prevents

information being shared with any EMIS sharing partners

* + It is recommended that there is a clinical discussion with the patient to inform them of the impact of their decision
  + Please note consent is not the legal basis for this sharing, even if the patient wants to opt-out after a conversation with the clinician. The clinician can still override this if they feel there is a clinical risk / patient safety risk. This would need to be carried out on a case by case basis and the decision fully documented on the patient record

**Example opt out impact statement**

Your care could be adversely affected by refusing to share information this means that:

* The Community Nurse Team who looks after your injections or wound dressing would not have access to what you are allergic to

1. Where there is evidence that a person may not have the capacity to discuss whether this sharing is necessary for the purpose outlined, the appropriate clinician will make an informed judgement, the decision and its basis must be recorded in the individuals medical record. Information sharing can occur where there is a lawful reason for them to do so.

The management of the opt out model is shown in attachment Appendix 1 for sharing information via EMIS Web Clinical Services.

## Partner Responsibility

Each Partner must ensure that this Information Sharing Agreement (ISA) and relevant training is made available to all staff.

Each Partner is required to complete the Data Security and Protection Toolkit annually and achieve Standards Met or above

All Partners must ensure that they have read and are familiar with the contents of this Information Sharing Agreement (ISA).

Each Partner will undertake to provide its staff with appropriate training and information to ensure their compliance with this Information Sharing Agreement (ISA), the Common Law Duty of Confidentiality, Human Rights Act 1998, General Data Protection Regulation, Data Protection Act 2018 and the Mental Capacity Act 2005. All staff shall be made aware that disclosure of information (whether inadvertently or intentionally) which cannot be justified under this Information Sharing Agreement (ISA), could make them liable to disciplinary action.

Each Partner acting as a processor must only act on the controller’s documented instructions, unless required by law to act without such instructions;

* The processor must take appropriate measures to help the controller respond to requests from individuals to exercise their rights
* Taking into account the nature of processing and the information available, the processor must assist the controller in meeting its GDPR obligations in relation to the security of processing, the notification of personal data breaches and data protection impact assessments
* The processor must submit to audits and inspections. The processor must also give the controller whatever information it needs to ensure they are both meeting their Article 28 obligations

Data Protection laws give individuals rights in respect of the personal information that we hold about them. These rights are;

* The right to be informed
* The right of access
* The right to rectification
* The right to erasure
* The right to restrict processing
* The right to data portability
* The right to object
* The right to complain

If an individual wishes to exercise these rights regarding information held this will be dealt with by the relevant organisation in accordance with their respective procedures. It may be difficult for an individual to decide who they should make a request for information to. Please see below guidance for each organisation

|  |  |
| --- | --- |
| **Data Controller (service provided by)** | **Direct request to:** |
| Liverpool Heart and Chest Hospital NHS Foundation Trust | Post: Information Governance  Liverpool Heart and Chest Hospital NHS Foundation Trust  Thomas Drive  Liverpool  L14 3PE  Email: [infogov@lhch.nhs.uk](mailto:infogov@lhch.nhs.uk)  Phone: 0151 600 1845 or 1240 |
| GP Practice | Directly with GP Practice |
| South Sefton Primary Healthcare Ltd | South Sefton Primary Healthcare Ltd  Litherland Town Hall  L21 9JN  [Sefton7day.gpexservice@nhs.net](mailto:Sefton7day.gpexservice@nhs.net) |
| Southport and Formby Health Ltd | Southport and Formby Health Ltd  12 Church Street  Southport  PR9 0QT  7 Day GP Service and Care Home Acute Visiting Service  Danika Fyles, Service Manager  [d.flyes@nhs.net](mailto:d.flyes@nhs.net)  Community Cardiology  Ruby Smith, Service Manager  Ruby.smith@nhs.net |
| Liverpool University Hospitals NHS Foundation Trust | Trust Headquarters, Executive Offices Aintree University Hospital NHs Foundation Trust  Lower Lane Fazakerley Liverpool L9 7AL  information.assurance@liverpoolft.nhs.uk |
| Mersey Care NHS Foundation Trust (Health Technologies) | Mersey Care NHS Foundation Trust V7 Building, Kings Business Park, Prescot, L34 1PJaccesstorecords@merseycare.nhs.uk |

For independent advice about data protection, privacy and data-sharing issues you can contact: The Information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF

## Information Security

* All personal information must be kept in a secure environment, where access is controlled and appropriate technical and organisational security measures are in place. All partners will put in place policies and procedures governing the security, storage, retention and destruction of personal information.
* Each Partner will put in place policies and procedures governing the access by their employees, and those working on their behalf, to personal information held within their manual and/or electronic systems and to ensure that access to such information is controlled and restricted to those who have a legitimate need to have access.
* Each Partner will put in place policies and procedures that govern the secure transfer of personal information both internally and externally. Such policies and procedures must cover:
  + Internal and external postal arrangements
  + Verbal, face-to-face, telephone
  + Facsimiles (if still in use)
  + Electronic mail (secure network or encryption)
  + Electronic work transfer (encrypted)
  + Electronic patient administration systems
* Each Partner will have in place appropriate measures to investigate and deal with inappropriate or unauthorised access to, or use of, personal information, whether intentional or inadvertent.

In the event that personal information which has been shared under the Information Sharing Agreement (ISA) is compromised or possibly compromised, the organisation making the discovery will without delay:

* Inform the data controller of the details of the incident
* Take steps to investigate the cause
* Report and investigate as an incident
* If appropriate, take disciplinary action against the person(s) responsible
* Take appropriate steps to avoid a repetition

On being notified that an individual’s personal information has or may have been compromised, the data controller will assess the potential implications for the individual whose information has been compromised and will:

* Notify the individual concerned
* Advise the individual of their rights
* Provide the individual with appropriate support.
* Undertake a risk assessment and consider notifying the Information Commissioner's Office in line with [expected procedure](https://www.dsptoolkit.nhs.uk/Help/29).

If there is a security breach in which data received from another party under this agreement is compromised, the data controller will be notified at the earliest opportunity and as per Data Security and Protection Toolkit Data Security 5.1.2 Processes which have caused breaches or near misses are reviewed to identify and improve processes which force staff to use workarounds which compromise data security.

Should the breach involve a member of staff, a full audit should be undertaken by the breaching organisation to identify the member of staff including details of how the breach took place. This should be undertaken by the identified governance lead within each organisation listed. An action plan should then be presented to the SIRO/DPO/Caldicott Guardian of the affected organisation detailing mitigating actions that can be put in place. Any breaches must then be dealt with in line with organisational disciplinary policies.

The Partners agree that if one Partner is held liable for a violation of the clauses committed by another Partner, the latter will, to the extent to which it is liable, indemnify the former for any cost, charge, damage, expenses or loss it has occurred. Indemnification is contingent upon;

(a) The Partner promptly notifying the data controller of a claim; and

(b) The data controller being given the possibility to cooperate with the Partner in the defence and settlement of the claim

An information governance security review has been completed by the sharing partners listed on this agreement as part of a Data Protection Impact Assessment

## Partner sign off

This Information Sharing Agreement (ISA) will apply from [insert date] and shall be reviewed in [insert date] and then every 12 months or sooner. The Review shall be undertaken by a representative from each partner and Data Protection Officers/Caldicott Guardians as appropriate.

All Partners to the agreement can request amendments in advance of the yearly review by contacting the Information Governance lead within their provider.

All Partners have the capability to withdraw their agreement to share information at any given time through deactivation of the agreement within EMIS Web

Additional sharing partners can be added to the agreement however approval for changes will be sought across all parties included in the agreement

No personal data will need to be returned or deleted if a party withdraws from the agreement as data is not being transferred, the information is being viewed for direct care purposes only

**This Information Sharing Agreement (ISA) does not require physical sign off by individual practices. GP practices will provide ‘electronic approval’ to this agreement through activation of their data sharing agreement within their EMIS system.**

Partners to this Information Sharing Agreement (ISA) are the GP practices, and:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agency** | **Name and Job Title** | **Contact Details** | **Signature** | **Date** |
| Liverpool Heart and Chest Hospital NHS Foundation Trust |  |  |  |  |
| South Sefton Primary Healthcare Ltd |  |  |  |  |
| Southport and Formby Health Ltd |  |  |  |  |
| Liverpool University Hospitals NHS Foundation Trust |  |  |  |  |
| Mersey Care NHS Foundation Trust |  |  |  |  |

## 

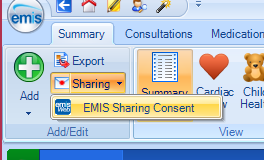
## Appendix 1: Opt Out Process

Patients opt out is managed at the patients registered GP Practice.

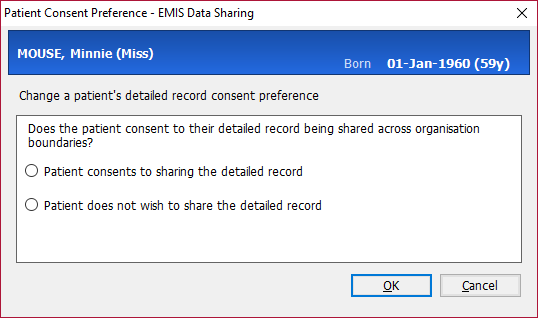
**NOTE** when the patient opts out of EMIS Web Sharing Consent, it will opt the patient out of **ALL** EMIS Web sharing and not just one service (including enterprise search and reports), therefore before following the details below you must ensure the patient understands the implications of opting out.

Open the patients EMIS Summary Screen

* Select ‘Sharing’
* Select ‘EMIS Sharing Consent’

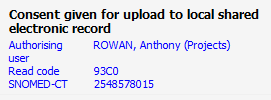


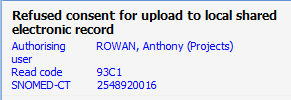
The Patient Consent Preference – EMIS Data Sharing window will open.



To Opt out select ‘Patient does not wish to share the detailed record’ then select OK.

Each option will automatically add a SNOMED-CT code to the patient record;





## Appendix 2: Information Sharing Check List

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | **Yes** | **No** | **N/A** | **Comment** |
| 1 | Has the purpose of the sharing (aims and objectives) been described?  Why is the sharing necessary? |  |  |  |  |
| 2 | Is there an explanation of how the agreement sits with other information sharing agreements in operation |  |  |  |  |
| 3 | Who are the parties to the information sharing?  Are there any parties to the agreement who are not partners to the sharing, e.g. CCG as commissioner |  |  |  |  |
| 4 | Who is the Data Controller for the shared data?  Will any of the partners be Data Processors?  (Please see ICO Guidance: Data Controllers and Data Processors for guidance) |  |  |  |  |
| 5 | Specify the nature of the data each agency will share  – is the specific data set to be shared defined? |  |  |  |  |
| 6 | Has the requirement to use identifiable/pseudonymised data been explained and justified? |  |  |  |  |
| 7 | Has a legal basis been identified for the sharing?  Is the legal basis correct/applicable? |  |  |  |  |
| 8 | If consent is the legal basis, does the agreement explain:   * How consent will be obtained * Establishing fitness to give consent * Recording consent * What if consent is withheld? |  |  |  |  |
| 9 | Has a DPIA been conducted?  Are the results described in the agreement? |  |  |  |  |
| 10 | Fair Processing – how will data subjects be informed of the data sharing? |  |  |  |  |
| 11 | Has a post holder within each sharing partner been identified as responsible on a day-to-day basis for this data exchange? |  |  |  |  |
| 12 | Has a post holder within each sharing partner been identified as responsible for ensuring the accuracy of any data exchanged? |  |  |  |  |
| 13 | Are procedures included for checking data quality before sharing? |  |  |  |  |
| 14 | Does the agreement explain how any problems, for example with data accuracy, will be rectified by all parties to the sharing? |  |  |  |  |
| 15 | How will a record be kept of what information has been shared and when? |  |  |  |  |
| 16 | What is the process for transfer/exchange of data? |  |  |  |  |
| 17 | What security measures are there for the transfer/exchange of data? |  |  |  |  |
| 18 | Who in the receiving agencies will have access to the data and what purposes can the data be used for? Process for starters/leavers in these posts? Confidentiality clauses? Training? |  |  |  |  |
| 19 | Are the security measures to be implemented to ensure stored data is protected outlined in detail? (Both electronic and physical storage, technical and organisational security.) |  |  |  |  |
| 20 | Is a procedure to be followed if there is a security breach/breach of confidentiality?  Responsibilities for incident reporting /notifying sharing partners? |  |  |  |  |
| 21 | Are there any special contingency requirements in case of interruption to the data sharing arrangements? |  |  |  |  |
| 22 | Is a retention period for the shared data defined? |  |  |  |  |
| 23 | Is there a procedure for what happens when the data reaches its retention period?  Are disposal procedures included? What happens if sharing stops before this time/if agreement is terminated for any reason? |  |  |  |  |
| 24 | Does the agreement permit any further use of the shared data? What is the process to be followed if a partner wishes to use the data for purposes other than defined in the agreement? |  |  |  |  |
| 25 | Does the agreement include a complaints procedure to address complaints relating to inappropriate disclosure or failure to disclose personal information? |  |  |  |  |
| 26 | How will the sharing partners deal with requests for access to shared information, i.e. subject access requests?  Is there a Common approach to subject access (especially when an access request is to personal data originating from another party to the agreement)? |  |  |  |  |
| 27 | How will the sharing partners deal with requests for access to information about the sharing, i.e. Freedom of Information requests? |  |  |  |  |
| 28 | Does the agreement include any indemnity?  What procedures are in place should there be enforcement action undertaken by the Information Commissioner (or any other regulator that has remit with respect to the processing of personal data) |  |  |  |  |
| 29 | Is a review schedule for the agreement included?  Does the agreement explain the process for redrafting or refining the text of the agreement? |  |  |  |  |
| 30 | Does the agreement describe the implication/process for one of the sharing partners withdrawing from the agreement?  Does it include how additional sharing partners can be added to the agreement? |  |  |  |  |
| 31 | Is closure/termination of the agreement addressed?  Both natural end of agreement and premature termination. |  |  |  |  |
| 32 | Have appropriate signatories been identified for each sharing partner? |  |  |  |  |

## Appendix 3: GP Practices

The full list of **Cheshire** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **Cheshire Practice Name** | **ICO Registration Number** |
| N81032 | Ashfields Primary Care Centre |  |
| N81001 | Audlem Medical Practice | Z5845399 |
| N81034 | Boughton Medical Group | Z6227067 |
| N81632 | Broken Cross Surgery | Z7166466 |
| N81006 | Bunbury Medical Practice | Z5362735 |
| N81008 | Cedars Medical Centre |  |
| N81069 | Chelford Surgery | Z5803389 |
| N81082 | City Walls and Saughall Medical Centre |  |
| N81062 | Cumberland House Surgery | Z5603458  Z6372604 |
| N81087 | Danebridge Medical Practice | Z5691818 |
| N81018 | Dr Campbell and Partners | Z6217438 |
| N81031 | Drs Adey & Dancy | Z6287770 |
| N81053 | Earnswood Medical Centre | Z5046487 |
| N81025 | Firdale Medical Centre | Z6690963 |
| N81102 | Fountains Medical Practice | Z5129258 |
| N81081 | Garden Lane Medical Centre |  |
| N81033 | George Street Surgery | Z7129635 |
| N81068 | Grosvenor Medical Centre | Z7532342  Z5846667 |
| N81070 | Handforth Health Centre | Z6859819 |
| N81043 | Haslington Surgery |  |
| N81009 | Heath Lane Medical Centre | Z487441X |
| N81005 | Helsby & Elton Practice | Z5850856 |
| N81040 | High Street Practice Winsford | Z9826008 |
| N81013 | High Street Surgery | Z9613105 |
| N81092 | Hope Farm Medical Centre | Z6685552 |
| N81044 | Hungerford Medical Centre |  |
| N81120 | Kelsall Medical Centre | Z5842358 |
| N81002 | Kenmore Medical Centre | Z6165951 |
| N81049 | Knutsford Medical Partnership | ZA785710 |
| N81115 | Lache Health Centre |  |
| N81074 | Launceston Close Surgery | Z6967214 |
| N81038 | Laurel Bank Surgery |  |
| N81052 | Lawton House Surgery | Z574614X |
| N81118 | Meadowside Medical Centre | Z5882336 |
| N81111 | Merepark Medical Centre |  |
| N81022 | Middlewood Partnership | ZA557214 |
| N81016 | Millcroft Medical Centre |  |
| N81010 | Nantwich Health Centre | Z9982228 |
| N81125 | Neston Medical Centre | Z6282236 |
| n81060 | Neston Surgery | Z7196482 |
| N81080 | Northgate Street Medical Centre | Z7290780 |
| N81121 | Northgate Village Surgery |  |
| N81039 | Oaklands |  |
| N81067 | Oakwood Medical Centre | Z5386422 |
| N81117 | Old Hall Surgery |  |
| N81088 | Park Green Surgery | Z5102075 |
| N81085 | Park Lane House Medical Centre |  |
| N81046 | Park Medical Centre | Z8035400 |
| N81027 | Readesmoor Medical Group Practice | Z7173588 |
| N81084 | Rope Green Medical Centre |  |
| N81113 | Rudheath Surgery |  |
| N81071 | Scholar Green Surgery |  |
| N81029 | South Park Surgery |  |
| N81655 | St Werburgh's Medical Practice For The Homeless |  |
| N81024 | Swanlow Medical Centre | Z7074754 |
| N81079 | The Elms Medical Practice | Z7302031 |
| N81050 | The Great Sutton Medical Centre (Green) |  |
| N81101 | The Handbridge Medical Centre |  |
| N81077 | The Health Centre - Holmes Chapel |  |
| N81047 | The Kiltearn Medical Centre | Z7139631 |
| N81030 | The Knoll Surgery |  |
| N81624 | The Village Surgeries Group | ZA153447 |
| N81127 | The Weaver Vale Surgery | Z6839512 |
| N81051 | The Weaverham Surgery |  |
| Y04664 | The Willaston Surgery |  |
| N81090 | Tudor Surgery | Z7117806 |
| N81100 | Upton Village Surgery | Z6860526 |
| Y02045 | Vernova Healthcare CIC | Z9950001 |
| N81642 | Waters Edge Medical Centre | ZA224504 |
| N81055 | Watling Street Surgery |  |
| N81626 | Western Avenue Medical Centre | Z5242644 |
| N81607 | Westminster Surgery |  |
| N81093 | Whitby Group Practice Surgery (Red) | Z5464778 |
| N81123 | Willow Wood Surgery | Z915300X |
| N81086 | Wilmslow Health Centre |  |
| N81061 | Witton Street Surgery | Z4880874 |
| n81614 | Wrenbury Medical Practice | Z5894529 |
| N81063 | York Road Group Practice | Z5893935 |

The full list of **Halton** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **Halton Practice Name** | **ICO Registration Number** |
| N81035 | Appleton Village Surgery | Z5563340 |
| N81011 | Bevan Group Practice | Z6376532 |
| N81096 | Brookvale Practice | Z6911194 |
| N81019 | Castlefields Health Centre | Z541617X |
| N81045 | Dr C S J Woodforde Practice | Z7102327 |
| N81035 | Dr C. I. Schofield's Practice | Z5563340 |
| N81066 | Dr D H Wilson's Practice | Z682570X |
| N81057 | Dr H S Sandhu & Partners | Z7109507 |
| N81064 | Dr S Koya Practice | Z7099066 |
| N81119 | Dr Satya Koya And Dr Lalitha Chalasani | Z7293543 |
| N81066 | Grove House Practice | Z682570X |
| N81072 | Murdishaw Health Centre | Z627657X |
| N81064 | Newtown Surgery | Z7099066 |
| N81619 | Oaks Place Surgery | ZA014023 |
| N81045 | Peelhouse Medical Plaza | Z7102327 |
| N81037 | The Beeches Medical Centre | Z6977849 |
| N81057 | Tower House Practice | Z7109507 |
| N81651 | Upton Rocks Surgery | ZA224504 |
| N81054 | Weaver Vale Practice | Z9366362 |

The full list of **Knowsley** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **Knowsley Practice Name** | **ICO Registration Number** |
| N83028 | Aston Healthcare Limited | Z9118978 |
| N83015 | Bluebell Lane Surgery | ZA458420 |
| N83609 | Cedar Cross Medical Centre | Z4849881 |
| N83610 | Colby Medical Centre | Z2471099 |
| N83025 | Cornerways Medical Centre | ZA065263 |
| N83014 | Dinas Lane Medical Centre | Z7176917 |
| N83621 | Hillside House Surgery | Z2690926 |
| N83605 | Hollies Medical Centre | Z4986843 |
| N83043 | Longview Medical Centre | Z8160001 |
| N83032 | Millbrook Medical Centre | Z5819587 |
| N83633 | Nutgrove Villa Surgery | Z2964399 |
| N83024 | Park House Medical Centre | Z6606816 |
| N83030 | Pilch Lane Surgery | Z1019478 |
| N83603 | Prescot Medical Centre | Z953295X |
| N83622 | Primrose Medical Practice | ZA081535 |
| N83619 | Roby Medical Centre | ZA020120 |
| N83031 | Roseheath Surgery | ZA018321 |
| N83033 | St Laurence’s Medical Centre | Z6909936 |
| N83018 | Stockbridge Village HC | Z5927926 |
| N83047 | Tarbock Medical Centre | ZA196837 |
| N83013 | The Health Centre | Z669448X |
| N83601 | The Macmillan Surgery | Z8413713 |
| N83608 | Tower Hill Primary Care Centre | Z8055587 |
| N83055 | Trentham Medical Centre | Z4723480 |
| N83009 | Wingate Medical Centre | Z6812036 |

The full list of **Liverpool** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **Liverpool Practice Name** | **ICO Registration Number** |
| N82054 | Abercromby Holistic Health Centre | Z8588683 |
| N82086 | Abingdon Family Health Centre | ZA205732 |
| N82053 | Aintree Park Group Practice | Z5476926 |
| N82095 | Albion Surgery | Z4576683 |
| N82103 | Anfield Group Practice | ZA065369 |
| N82094 | Belle Vale Health Centre | Z5630800 |
| N82067 | Benim Medical Centre | ZA313969 |
| N82671 | Bigham Road Medical Centre | Z9780711 |
| N82078 | Bousfield Health Centre | Z1006305 |
| N82077 | Bousfield Surgery | ZA123640 |
| N82645 | Brownlow at Kensington | Z5591397 |
| N82076 | Brownlow at Princes Park | Z5591397 |
| N82117 | Brownlow Group Practice | Z5124477 |
| N82617 | Brownlow Health @ Marybone | Z5591397 |
| N82093 | Derby Lane Medical Centre | Z5481240 |
| N82033 | Dingle Park Practice | Z5859915 |
| N82003 | Dovecot Health Centre | Z7358999 |
| N82646 | Drs Hegde and Jude's Practice | Z9961736 |
| N82662 | Dunstan Village Group Practice | Z4720072 |
| N82065 | Earle Road Medical Centre | ZA325531 |
| N82022 | Edge Hill Health Centre | Z6208272 |
| N82018 | Ellergreen Medical Centre | Z710751X |
| N82113 | Fairfield General Practice | Z2459146 |
| N82676 | Fir Tree Medical Centre | Z7800418 |
| N82062 | Fulwood Green Medical Centre | Z7563165 |
| N82004 | Garston Family Health Centre | ZA572919 |
| N82084 | Gateacre Brow | Z7042481 |
| N82050 | Gateacre Medical Centre | Z248119X |
| N82087 | Gillmoss Medical Centre | Z5121820 |
| N82009 | Grassendale Medical Practice | Z7770736 |
| N82669 | Great Homer Street Medical Centre | Z537203X |
| N82090 | Green Lane Medical Centre | Z7501885 |
| N82079 | Greenbank Rd Surgery | Z7195871 |
| N82097 | Grey Road Surgery | Z5354069 |
| N82116 | Hillfoot Health | Z4801618 |
| N82663 | Hornspit Medical Centre | ZA310179 |
| N82081 | Islington House | ZA230863 |
| N82083 | Jubilee Medical Centre | Z656123X |
| N82101 | Kirkdale Medical Centre | Z5219140 |
| N82633 | Knotty Ash Medical Centre | ZA067816 |
| N82014 | Lance Lane | Z7249760 |
| N82019 | Langbank Medical Centre | ZA091519 |
| N82110 | Long Lane Medical Centre | Z7688344 |
| N82001 | Margaret Thompson Medical Centre | Z6914858 |
| N82035 | Mather Avenue | Z713013X |
| N82099 | Mere Lane Group Practice | Z2091061 |
| N82655 | Moss Way Surgery | ZA264533 |
| N82107 | Mossley Hill Medical Centre | Z6208272 |
| N82036 | Netherley Health Centre | ZA572840 |
| N82041 | Oak Vale Medical Centre | ZA303854 |
| N82074 | Old Swan Health Centre | Z7240238 |
| N82670 | Park View | ZA572836 |
| N82026 | Penny Lane Surgery | Z6213635 |
| N82089 | Picton Medical & Children's Centre | Z1001234 |
| N82648 | Poulter Road Medical Centre | Z5131048 |
| N82011 | Priory Medical Centre | Z6544003 |
| N82091 | Riverside Health Centre | ZA572980 |
| N82058 | Rock Court Surgery | Z5758423 |
| N82664 | Rocky Lane Medical Centre | ZA209286 |
| N82108 | Rutherford Medical Centre | Z6817246 |
| N82641 | Sandringham Medical Centre | Z5656089 |
| N82046 | Sefton Park Medical Centre | Z5141931 |
| N82650 | Speke Health Centre | ZA251209 |
| N82109 | Speke Neighbourhood Health Centre | Z7645953 |
| N82082 | St James Medical Centre | Z8568922 |
| N82651 | Stanley Medical Centre | ZA572973 |
| N82104 | Stoneycroft MC | Z7504006 |
| N82678 | Stopgate Lane Medical Centre | Z953793X |
| N82039 | Storrsdale Medical Centre | Z6266556 |
| N82073 | The Ash Surgery | Z9307308 |
| N82070 | The Elms MC | Z751998X |
| N82059 | The Surgery (Greenbank Drive) | Z6121556 |
| N82092 | The Valley Medical Centre | Z6342485 |
| N82106 | The Village Medical Centre | Z6149154 |
| N82052 | Townsend Medical Centre | Z561665X |
| N82115 | Vauxhall Health Centre | Z7723116 |
| N82034 | Village Surgery | Z5212463 |
| N82048 | Walton Medical Centre | Z4973027 |
| N82668 | Walton Village Medical Centre | ZA220146 |
| N82024 | West Derby Medical Centre | Z5053610 |
| Y00110 | West Speke Health Centre | ZA572822 |
| N82049 | Westminster Medical Centre | Z6162696 |
| N82037 | Westmoreland GP Centre | Z6419814 |
| N82066 | Woolton House Medical Centre | Z5103741 |
| N82002 | Yew Tree Centre | Z4781122 |

The full list of **Southport and Formby** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **Southport and Formby Practice Name** | **ICO Registration Number** |
| N84012 | Ainsdale Medical Centre | Z6472737 |
| N84014 | Ainsdale Village Surgery | ZA126203 |
| N84006 | Chapel Lane Surgery | Z6541743 |
| N84013 | Christiana Hartley Medical Practice | ZA232269 |
| N84017 | Churchtown Medical Centre | Z9940741 |
| N84005 | Cumberland House Surgery | Z5603458 |
| N84617 | Kew Surgery | ZA512011 |
| N84037 | Lincoln House Surgery | ZA320565 |
| N84614 | Marshside Surgery | ZA563698 |
| N84008 | Norwood Surgery | Z6521510 |
| N84611 | Roe Lane Surgery (database merged with Christiana Hartley Medical Practice) | Z6317071 |
| N84021 | St Marks Medical Centre | Z6658239 |
| N84613 | The Corner Surgery | Z578207X |
| N84625 | The Family Surgery | Z9793563 |
| N84024 | The Grange Surgery | Z6222329 |
| N84618 | The Hollies Surgery | Z7892174 |
| N84018 | The Village Surgery | Z5484571 |

The full list of **South Sefton** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **South Sefton Practice Name** | **ICO Registration Number** |
| N84035 | 15 Sefton Road Surgery (McElroy) | Z5712456 |
| N84041 | 30 Kingsway Surgery | Z6429702 |
| N84001 | 40/42 Kingsway Surgery (Vitty) | Z5487732 |
| N84002 | Aintree Road Medical Centre | Z5502958 |
| N84020 | Blundellsands Surgery | Z6960918 |
| N84015 | Bootle Village Surgery | ZA548345 |
| N84023 | Bridge Road Medical Centre | Z1313827 |
| N84038 | Concept House Surgery | Z547913X |
| N84026 | Crosby Village Surgery | Z9410058 |
| N84627 | Crossways Surgery | Z9410058 |
| N84007 | Dr Misra & Bird | Z965295X |
| N84011 | Eastview Surgery | Z6818758 |
| N84029 | Ford Medical Practice | Z6608498 |
| N84004 | Glovers Lane Surgery | Z9896229 |
| N84003 | High Pastures Surgery | Z6491231 |
| N84626 | Hightown Village Surgery | ZA506829 |
| N84605 | Litherland Town Hall | Z9410058 |
| N84010 | Maghull Family Surgery | Z5502958 |
| Y00446 | Maghull Practice PC24 | Z9410058 |
| N84016 | Moore Street Medical Centre | Z5109909 |
| N84630 | Netherton Practice | Z9410058 |
| N84019 | North Park Health Centre | Z3214210 |
| N84027 | Orrell Park Medical Centre | ZA224504 |
| N84034 | Park Street Surgery | Z5729342 |
| N84615 | Rawson Road | ZA224504 |
| N84043 | Seaforth Village Practice | Z9410058 |
| N84028 | Strand Medical Centre | Z5606073 |
| N84621 | Thornton Village Surgery | Z9410058 |
| N84025 | Westway Medical Centre | Z5670900 |

The full list of **St Helens** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **St Helens Practice Name** | **ICO Registration Number** |
| N83008 | Berrymead Family Medical Centre | ZA176467 |
| N83054 | Bethany Medical Centre | Z7474355 |
| N83604 | Cornerstone Surgery |  |
| N83624 | Dr Rahil's Surgery | Z4839456 |
| N83614 | Eccleston Medical Centre Partnership | ZA183426 |
| N83021 | Four Acre Health Centre |  |
| Y00475 | Garswood Surgery | Z9443971 |
| N83017 | Hall Street Medical Centre | Z6533458 |
| N83020 | Haydock Medical Centre | ZB098275 |
| N83060 | Holly Bank Surgery | Z473369X |
| N83049 | Kenneth MacRae Medical Centre |  |
| N83007 | Lingholme Health Centre | ZA036428 |
| N83053 | Longton Medical Centre | Z4833405 |
| Y02510 | Marshalls Cross Medical Centre | ZA280933 |
| N83012 | Mill Street Medical Centre | Z6762837 |
| N83637 | Newholme Surgery |  |
| N83628 | Newton Community Hospital Practice | ZA224504 |
| N83045 | Newton Medical Centre | ZA224504 |
| N83003 | Ormskirk House Surgery | Z4845356 |
| N83003 | Park House Surgery | Z5853301 |
| N83002 | Patterdale Lodge | Z564790X |
| N83006 | Phoenix Medical Centre | Z481620X |
| N83001 | Rainbow Medical Centre | Z5728225 |
| N83041 | Rainford Health Centre | Z6030225 |
| N83620 | Sandfield Medical Centre | Z4818748 |
| N83050 | The Bowery Medical Centre | ZA224504 |
| N83635 | The Crossroads Surgery | Z6030580 |
| N83035 | The Spinney Medical Centre | Z4890256 |

The full list of **Warrington** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **Warrington Practice Name** | **ICO Registration Number** |
| N81114 | Birchwood Medical Centre | Z6853509 |
| N81014 | Brookfield Surgery | Z7367162 |
| N81028 | Causeway Medical Centre | Z5831157 |
| Y04925 | Chapelford Medical Centre | ZA262451 |
| N81637 | Cockhedge Medical Centre | Z1070722 |
| N81059 | Culcheth Medical Centre | Z5184583 |
| N81097 | Dallam Lane Medical Centre | ZA228320 |
| N81645 | Dr Malkhandi A D | Z2761154 |
| N81628 | Eric Moore Partnership | Z6900496 |
| Y01108 | Fairfield Surgery | Z9576622 |
| N81048 | Fearnhead Cross Medical Centre | Z692058X |
| N81056 | Folly Lane Medical Centre | Z6471975 |
| N81645 | Four Seasons Medical Centre | Z2761154 |
| N81028 | Great Sankey Health Centre | Z5831157 |
| N81089 | Greenbank Surgery | Z6036782 |
| N81012 | Guardian Street Medical Centre | Z6955785 |
| N81041 | Helsby Street Medical Centre | Z6840952 |
| N81007 | Holes Lane Medical Centre | ZA498791 |
| N81108 | Lakeside Surgery | Z6995379 |
| N81065 | Latchford Medical Centre | Z6898867 |
| N81645 | Lexden Street Surgery | Z2761154 |
| N81048 | Longford Street Surgery | Z7162203 |
| N81107 | Manchester Road Surgery | Z7134162 |
| N81083 | O'Leary Street Surgery | Z4954033 |
| N81109 | Padgate Medical Centre | Z5474527 |
| N81083 | Park View Medical Practice | Z4954033 |
| N81020 | Penketh Health Centre | Z7072079 |
| N81036 | Springfields Medical Centre | Z6681411 |
| N81075 | Stockton Heath Medical Centre | Z5027002 |
| N81623 | Stretton Branch Surgery | ZA092799 |
| N81623 | Stretton Medical Centre | ZA092799 |
| N81628 | The Eric Moore Partnership | ZA578668 |
| N81108 | The Lakeside Surgery | Z7273125 |
| N81108 | The Quays Grappenhal Surgery | Z7273125 |
| N81122 | Westbrook Medical Centre | Z4860030 |
| N81109 | Woolston Surgery | Z5620957 |

The full list of **Wirral** GP practices are as follows:

|  |  |  |
| --- | --- | --- |
| **Practice ODS** | **Wirral Practice Name** | **ICO Registration Number** |
| N85003 | Allport Surgery | Z5014547 |
| N85648 | Blackheath Medical Centre | Z7416512 |
| N85017 | Cavendish Medical Centre | Z6932616 |
| N85027 | Central Park Medical Centre | Z685961X |
| N85633 | Church Road Medical Practice | Z5647026 |
| N85006 | Civic Medical Centre | Z6926733 |
| N85009 | Commonfield Road Surgery | Z7200277 |
| N85015 | Devaney Medical Centre | Z750916X |
| N85005 | Eastham Group Practice | Z5104810 |
| N85629 | Egremont Medical Centre | Z3214210 |
| N85031 | Gladstone Medical Centre | Z5469039 |
| N85032 | Greasby Group Practice | Z4733607 |
| N85052 | Grove Road Surgery | Z7520709 |
| N85021 | Hamilton Medical Centre | Z8097825 |
| N85037 | Heatherlands Medical Centre | Z4833774 |
| N85007 | Heswall & Pensby Group Practice | Z4793272 |
| N85022 | Holmlands Medical Centre | Z6902253 |
| N85059 | Hoylake & Meols Medical Centre | ZA332314 |
| N85046 | Hoylake Road Medical Centre | Z1007604 |
| N85054 | Kings Lane Medical Practice | Z732216X |
| N85640 | Leasowe Medical Practice | Z3214210 |
| N85616 | Liscard Group Practice | Z6262233 |
| N85023 | Manor Health Centre | Z6652421 |
| N85002 | Marine Lake Medical Practice (includes Estuary MC) | Z3595131 |
| N85625 | Miriam Medical Group (includes Field Road HC) | Z5554765 |
| N85028 | Moreton Cross Group Practice | Z6046593 |
| N85040 | Moreton Health Clinic | Z7224820 |
| N85048 | Moreton Medical Centre | Z6977559 |
| N85044 | Paxton Medical Centre (Claughton) | Z7042970 |
| N85643 | Prenton Medical Centre (includes Woodchurch MC) | ZA009752 |
| N85016 | Riverside Medical Centre | Z7886365 |
| N85024 | Somerville Medical Centre | Z9540938 |
| N85617 | Spital Surgery | Z5170753 |
| N85020 | St Catherine’s Surgery | Z7345095 |
| N85012 | St Georges Medical Centre | Z6182088 |
| N85025 | St Hilary Group Practice | Z4761758 |
| N85051 | Sunlight Group Practice (includes Parkfield MC) | Z733408X |
| N85057 | Teehey Lane Medical Centre | Z6766796 |
| N85047 | The Orchard Surgery | Z5585014 |
| N85620 | The Village Medical Centre | Z7836500 |
| N85014 | Townfield Medical Centre | Z3214210 |
| N85013 | Upton Group Practice | Z5390810 |
| N85018 | Villa Medical Centre | Z7059395 |
| N85038 | Vittoria Medical Centre (G) | ZA490184 |
| N85634 | Vittoria Medical Centre (K) | Z5456741 |
| N85008 | West Wirral Group Practice | Z9544713 |
| N85019 | Whetstone Medical Centre | Z6275711 |

The **GP Federations** associated to this agreement are as follows;

|  |  |  |
| --- | --- | --- |
| **ODS** | **GP Federation Name and Services** | **ICO Registration Number** |
| DNL | South Sefton Primary Healthcare Ltd  EMIS CDB 19865   * 7 Day Access * Extended Hours * Phlebotomy / Extended Hours / First Contact Practitioner * Acute Visiting Service   COVID – 19 Services | ZA346215 |
| AYK01 | Southport and Formby Health Ltd  EMIS CDB 25613   * 7 Day GP service including   + Care Homes: Flu Antivirals on Call   + Physiotherapy   + Acute Visiting Service   + COVID -19 Hot Site/s * Southport and Formby PCN Direct Enhanced Services   + Extended Hours   + Structured Medication Reviews   + Enhanced Health in Care Homes   + Early Cancer Diagnosis   + Social Prescribers   EMIS CDB 30082  Community Cardiology Service | ZA204401 |

## Appendix 4: Information Sharing Matrix

The table below outlines the Community Services listed within this agreement

|  |  |  |  |
| --- | --- | --- | --- |
| **CDB** | **Service** | **Provider** | **GP Practices Covered** |
| 30240 | Community Services:   * Heart Failure * Respiratory Early Supported Discharge * Swiss Nurse / In-reach Nurse * Stroke Rehabilitation and Early Supported Discharge * Cardiac Rehab * Breath Program Liverpool (Pulmonary Rehab Liverpool) * Oxygen Liverpool * Oxygen Knowsley * Palliative Care Knowsley * Macmillan Occupation Therapy * Respiratory Consultant LED clinics * Respiratory NWAS Rapid Response St Helens * Respiratory NWAS Rapid Response Halton * Rapid Response * Stop Smoking Service Knowsley * Targeted Lung Health Checks * Covid Virtual Ward * Respiratory Virtual Ward * Pulmonary Rehab Knowsley * Long Covid (Breath Program Liverpool Pulmonary Rehab Liverpool / Pulmonary Rehab Knowsley) | Liverpool Heart and Chest Hospital NHS Foundation Trust | Liverpool  Knowsley |
| 23729 | Community Respiratory Team (Covid) | Liverpool University Hospitals NHS Foundation Trust | Liverpool |
| 139974 | Long Covid Assessment Service   * Breathe Programme Pulmonary Function (Liverpool) * Pulmonary Rehab Knowsley * Clinical Health Psychology Services | Liverpool University Hospitals NHS Foundation Trust (Lead Provider) and Liverpool Heart and Chest Hospital NHS Foundation Trust (Support Provider) | Cheshire and Merseyside |
| 20199 | Health Technologies  Telehealth | Mersey Care NHS Foundation Trust | Knowsley, Liverpool, South Sefton and Southport and Formby |

## Appendix 5: Data Protection Act 2018 / UK General Data Protection Regulation and Caldicott Principles

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## Appendix 6: Data Protection Act 2018 / UK General Data Protection Regulation – Articles 6(1) Lawfulness of Processing and 9(2) Processing of Special Categories of Personal Data

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