


Board of Directors' Meeting 10 February 2022

Agenda item	023/22			
Report	Appointment of Caldicott Guardian			
Executive Lead	Director of Governance and Communications, SIRO			
	Link to strategic pillar:		Link to CQC domain:	
	Our patients and community		Safe	√
	Our people		Effective	√
	Our service delivery		Caring	√
	Our partners		Responsive	√
	Our governance	√	Well Led	√
	Report recommendations:		Link to BAF / risk:	
	For assurance	√	All	
	For decision / approval	√	Link to risk register:	
	For review / discussion		All	
	For noting			
	For information			
	For consent			
Presented to:				
Dependent upon (if applicable):	N/A			
Executive summary:	<p>The Trust has been without a formally appointed Caldicott Guardian since the departure of Dr Arne Rose.</p> <p>Interim arrangements have been put in place.</p> <p>It is now proposed that a formal appointment be made by the Board, and that details be published to the national Caldicott Guardian Register, held by NHS Digital.</p>			
Appendices	None			
Lead Executive				

1.0 Introduction – the role of the Caldicott Guardian

- 1.1 The Caldicott Committee's Report on the Review of Patient-Identifiable Information, published in 1997, recommended six good practice principles to be applied to the use of confidential patient and service user information in the NHS. It also recommended that a senior person, preferably a health professional, should be nominated in each health organisation to act as a guardian responsible for protecting the confidentiality of patient information and ensuring the principles were upheld.
- 1.2 Caldicott Guardians help their organisations to ensure that confidential information about health and social care service users is used ethically, legally, and appropriately. They help to protect each patient and service user's right to confidentiality. They also support their welfare by helping to ensure that information about them is shared safely and appropriately among those caring for them, often across organisational boundaries. Caldicott Guardians balance ethical as well as legal considerations when making judgments.
- 1.3 It is not appropriate that the Caldicott Guardian also be the organisation's Senior Information Risk Owner (SIRO) due to potential conflicts of interest and the decision-making role that the latter holds. However, it is possible to have more than one deputy Caldicott Guardian.
- 1.4 The Caldicott Guardian will work closely with the Data Protection Officer (DPO), monitoring compliance with data protection law and other relevant legislation.
- 1.5 The incumbent will also need to be trained to sufficiently understand the role and carry out the duties requirement of the role.

2.0 The appointment of the Caldicott Guardian

- 2.1 Both the Acting Medical Director and Co-Medial Director have now completed their Caldicott Guardian training for the role.
- 2.2 After discussions, Mr Richard Steyn has agreed to take up the role in the first instance.
- 2.3 **The Board is therefore asked to approve the appointment of Mr Richard Steyn with immediate effect**, and to ensure that the National Register is updated to reflect such change.

Anna Milanec
Director of Governance and Communications,

February 2022