

Public Benefit and Privacy Panel for Health and Social Care

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www.informationgovernance.scot.nhs.uk



Mrs Emma Milburn
Lead Analyst Care Experience Survey Programme
Scottish Government
BR, St Andrews House
Regent Road
Edinburgh
EH1 3DG

Date: 11th January 2018

Your Ref:

Our Ref: 1718-0118

Dear Mrs Milburn

**Re: Application 1718-0118/Milburn: Inpatient Experience Survey
Version: v1**

Further to your conditional approval issued by the Public Benefit and Privacy Panel for Health and Social Care on 23rd October 2017 I am writing to confirm that all conditions applied to the approval have now been satisfied. Your application and supporting documents have undergone proportionate governance review and have now been approved in full.

This approval is given to process data as specified in the approved application form, and is limited to this. Approval is valid for the period specified until 30th September 2022. You are required to notify the Panel Manager of any proposed change to any aspect of your proposal, including purpose or method of processing, data or data variables being processed, study cohorts, individuals accessing and processing data, timescales, technology/infrastructure, or any other relevant change.

On conclusion of your proposal, as part of NHS Scotland Governance and monitoring we will require you to complete an End of Project reporting form to demonstrate that you have complied with the obligations outlined such as data destruction or submission of references for publications of findings.

I would take this opportunity to remind you of the declaration you have made in your application form committing you to undertakings in respect of information governance, confidentiality and data protection. In particular you should be aware that once personal data (irrespective of de-identification or other controls applied) has been extracted from NHSS Board(s) and transferred to you, that you will then become the Data Controller as defined by the Data Protection Act (1998). Requests for access to NHS Scotland data as part of this approved application should be supported by evidencing a copy of your approval letter and application form to the relevant local board contacts/data providers.

Please note that summary information about your application and its approval, including the title and nature of your proposal, will be published on the panel website (www.informationgovernance.scot.nhs.uk).

I hope that your proposal progresses well,

Yours Sincerely

Ashley Gray
Panel Manager
NHS Scotland Public Benefit and Privacy Panel for Health and Social Care
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