

Data Access Advisory Group

Minutes of meeting held 22 November 2012

Members: Mark Davies (Chair), Clare Sanderson, Patrick Coyle, Sean Kirwan

In attendance: Tom Latham, Diane Pryce, Louise Dunn, Mansoor Sahibzada, Frances Hancox (Secretariat)

Apologies: None

221112-a	<p>Welcome</p> <p>Mark Davies welcomed everyone to the meeting.</p>
221112-b	<p>Minutes of the Previous Meeting</p> <p>The minutes of the previous meeting, 30 October 2012, were ratified.</p>
221112-c	<p>Matters Arising</p> <p>(a) Overview of Outstanding Actions</p> <p><i>260712-c1: Diane Pryce and Louise Dunn to review the existing data sharing agreement and suggest how this could be updated to form a two-stage process.</i></p> <p>It was agreed that this action would be left open, and that Louise Dunn would give an update on the progress of wider work on data sharing agreements to the Group at the following meeting.</p> <p><i>260712-c2: Clare Sanderson and Louise Dunn or Diane Pryce to meet with ECC and HRA representatives to discuss the use of IG Toolkits and the process for customers who do not complete the IG Toolkit; Patrick Coyle and Sean Kirwan to be invited once a meeting date is set.</i></p> <p>Clare Sanderson gave a brief update on progress of this action, and it was noted that the current intention was to deliver a presentation to ECC on the IG Toolkit issue at the February ECC meeting.</p> <p><i>260712-f1: Diane Pryce and Louise Dunn to look into finding a technical solution for sharing DAAG documents.</i></p> <p>It was noted that this issue would affect the whole organisation, rather than just this Group specifically. It was suggested that Dave Cronin could attend the next DAAG meeting to provide an update on progress.</p> <p><i>301012-e1: Tom Latham to obtain further information from BMJ Publishing Group regarding the purpose for them receiving the sensitive HES data, and also provide information to DAAG to assist with the applicant's small numbers query.</i></p> <p>An outcome letter had been sent to the applicant requesting further information, but it was noted that at the time of the meeting a response had not yet been received. It was agreed that a follow-up letter should be drafted.</p>

	<p>(b) Overview of Outstanding Applications</p> <p><u>301012-a: University of Edinburgh</u></p> <p>An outcome letter had been sent to this applicant, but the completed security assurance had not yet been returned.</p> <p><u>031012-a: University Hospitals Birmingham</u></p> <p>This application had been considered at the 3 October DAAG meeting, where it was approved subject to the applicant informing patients of the use of HES data and the involvement of the HSCIC in this study. The applicant had agreed to contact patients, and to keep DAAG informed regarding progress.</p> <p>There followed a discussion of the DAAG process, and Mark Davies requested a summary of DAAG activity over the past 12 months.</p> <p>Action: Louise Dunn to send Mark Davies a summary of DAAG activity over the past 12 months.</p>
221112-d	<p>HES and MHMDS Applications</p> <p><u>221112-a: Imperial College London</u></p> <p>This application requested the consultant code, patient census output area, patient's GMP and Person Referring Patient sensitive HES fields. It was noted that the applicant had previously received sensitive HES data for 2010/11 (approved by DAAG January 2012), and now requested an additional data year of the same data for 2011/12.</p> <p>The application stated that the data would be used to support projects including evaluating the impact of national policy on patient flows and looking at trends in hospital admission rates for chronic diseases and acute illnesses in children; it was noted that this purpose differed slightly from the previous application for 2010/11 data. It was agreed that it would be good practice for the Group to be kept informed of this type of amendment to returning applications, but that there were no concerns with this particular application.</p> <p>Outcome: Approved</p>
221112-e	<p>NHS Central Register – MRIS Applications</p> <p><u>MR1305: The Standard care versus Celecoxib Outcome Trial (SCOT Trial)</u></p> <p>This application requested flagging for cause of death, PCT, cancer, exit and re-entry for the study cohort. It was noted that work in Scotland would be carried out by ISD rather than NHSCR Dumfries.</p> <p>There were some concerns raised around the consent materials, as these seemed to be specific to Scotland due to references to the General Register Office which would not apply to England or Wales. The Group noted that there were no plans for continued contact with study participants following recruitment, so it was agreed to be disproportionate to require the applicant to re-contact all participants to update this; however it was agreed that the consent materials should be updated for future recruitment.</p> <p>It was also noted that the application specified potential participants would be identified from</p>

	<p>primary care records, but did not specify whether this would be carried out by a PCT employee or another individual, in which case it would be expected to require Section 251 support. It was agreed that the applicant should be asked to clarify this.</p> <p>Outcome: Approved subject to consent materials being updated to be accurate for England and Wales, and to the applicant confirming how potential participants are identified from primary care records</p>
221112-f	<p>Any Other Business:</p> <p>It was noted that Tom Latham would not be attending future DAAG meetings due to changing job roles, and he was thanked for his input to DAAG over the past months.</p> <p>The Group were informed that the draft Code of Practice for Confidential Information would likely be made available for stakeholder engagement on the 4th of December.</p> <p>It was also noted that a query regarding the release of ONS linked data had been received from Lois Cook at the Office for National Statistics (ONS). As it was unclear whether this would be relevant for DAAG, it was agreed that Lois should be referred to Eve Roodhouse, Programme Head for the Data Linkage Service.</p>
221112-g	<p>Date of Next Meeting: Wednesday 19 December 12:30 – 13:30</p>

Summary of Actions

Reference	Action	Owner
260712-c1 (ongoing)	Diane Pryce and Louise Dunn to review the existing data sharing agreement and suggest how this could be updated to form a two-stage process.	Diane Pryce and Louise Dunn
260712-c2 (ongoing)	Clare Sanderson and Louise Dunn or Diane Pryce to meet with ECC and HRA representatives to discuss the use of IG Toolkits and the process for customers who do not complete the IG Toolkit; Patrick Coyle and Sean Kirwan to be invited once a meeting date is set.	Clare Sanderson
260712-f1 (ongoing)	Diane Pryce and Louise Dunn to look into finding a technical solution for sharing DAAG documents.	Diane Pryce and Louise Dunn
301012-e1 (ongoing)	Tom Latham to obtain further information from BMJ Publishing Group regarding the purpose for them receiving the sensitive HES data, and also provide information to DAAG to assist with the applicant's small numbers query.	Tom Latham
221112-c1	Louise Dunn to send Mark Davies a summary of DAAG activity over the past 12 months.	Louise Dunn