

# Data Access Advisory Group

## Minutes of meeting held 24 April 2013

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

In attendance: Susan Milner, Nicola Mallender-Ward, Diane Pryce, Charlotte Skinner, Frances Hancox (Secretariat)

Apologies: None

240413-a	<p><b>Welcome</b></p> <p>Mark Davies welcomed everyone to the meeting.</p>
240413-b	<p><b>Minutes of the Previous Meeting</b></p> <p>A point of accuracy was raised regarding the minutes of the previous meeting, 26 March 2013, and it was agreed that the wording of agenda item 260313-f (Any Other Business) would be updated</p> <p>The minutes of the 26 March 2013 meeting were ratified subject to this change.</p>
240413-c	<p><b>Matters Arising</b></p> <p><b>(a) Overview of Outstanding Actions</b></p> <ul style="list-style-type: none"><li>• <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. The updated data sharing contract was intended to be rolled out from 1 May 2013. It was noted that the updated contract had been used between the HSCIC and Clinical Commissioning Groups (CCGs) for access to the Secondary Uses Service (SUS), and that some improvements had been suggested following this. The Group queried whether any external communications were planned regarding the updated contract, but it was not thought that this would be necessary.</i></li><li>• <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. It was noted that this had not been discussed at the first HRA Confidentiality Advisory Group (CAG) meeting. Clare Sanderson agreed to contact the HRA CAG secretariat to request that this be included on the agenda for the next CAG meeting.</i></li><li>• <i>260712-f1: Diane Pryce and Louise Dunn to look into finding a technical solution for sharing DAAG documents. The Group were informed that instructions for the document sharing process had been developed, and that Diane Pryce would be meeting with the DAIS team to take this forward by the beginning of May 2013.</i></li><li>• <i>260313-d1: Mark Davies to write to HRA Confidentiality Advisory Group regarding the SR197 and seek clarity regarding how the HSCIC's new powers would apply to this situation. It was noted that this letter had been sent and the action was closed.</i></li><li>• <i>260313-f1: Susan Milner to circulate Bosch Health Buddies project consent form. This</i></li></ul>

	<p>had been circulated and the action was closed.</p> <p><b>(b) Overview of Outstanding Applications</b></p> <p>It was noted that letters had been sent out regarding 260313-f1 Bosch Health Buddies and 310113-g Born in Bradford, but no updates were available.</p> <p><u>SR197: Lifelong health and wellbeing of the 'Scotland in Miniature' cohort</u></p> <p>Following discussion at the 26 March 2013 DAAG meeting a letter had been drafted for Mark Davies to send regarding this study. The applicant had been asked to amend the consent form to specifically mention England and Wales, and they had agreed to make this change but did not intend to follow this up further. The applicant had then been asked to confirm that no further contact with the study cohort was planned, but a response had not yet been received. The Group agreed that they were content to approve the application on the basis that no further contact with the study cohort would be taking place.</p> <p>It was suggested that Diane Pryce and Clare Sanderson should meet to discuss the differences between the approach taken in Scotland and England, and to consider arranging a meeting with NHS Scotland contacts.</p> <p><b>Action:</b> Diane Pryce and Clare Sanderson to discuss differences between the application process in Scotland and England, and consider meeting with NHS Scotland.</p> <p><b>(c) Decisions Out of Committee</b></p> <p>It was noted that an application had been received to provide HES data, including the sensitive field Consultant Code, for a review being carried out on behalf of Professor Sir Bruce Keogh. The data was required to support a review of mortality outcomes at a number of Trusts. The request was initially passed to the DAAG Chair for consideration out of committee; subsequently, at the request of the Chair, the request was reviewed by Patrick Coyle and Clare Sanderson who gave their support and the request was approved.</p> <p>One point raised was that NHS England should inform consultants that this work would be taking place, and it was agreed that this recommendation would be passed on to Professor Sir Bruce Keogh.</p> <p><b>Action:</b> Mark Davies to contact Professor Sir Bruce Keogh regarding the need to inform consultants that their data will be used to monitor excess mortality in acute trusts.</p>
240413-d	<p><b>Hospital Episode Statistics (HES) Applications</b></p> <p><u>240413-a: Sensitive Data Items (N Greasley)</u></p> <p>The applicant had been asked by the DDG Outcomes Framework Group to look into the number of patients with oral cancer referred to a hospital by a dentist. Access to the sensitive referrer code field with HES Business Objects had been requested to allow the applicant to assess data quality, with the potential for data to be used to create indicators for the CCG Outcomes Framework. Alternative methods of carrying out this work without using this sensitive data had been considered, but it had been agreed that the referrer code would be required to assess data quality.</p> <p>The Group agreed that this work to find any data quality issues would be important, and that the application should proceed. It was suggested that dentists ought to be notified that data regarding their referrals would be used for this purpose. The Group queried whether referrals</p>

	<p>from private, non-NHS dentists would be included, and it was thought that this would be the case.</p> <p><b>Outcome:</b> Approved</p>
240413-e	<p><b>Any Other Business:</b></p> <p>No other business was raised.</p>
240413-f	<p><b>Date of Next Meeting:</b> Wednesday 22 May 10:30 – 11:30</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. (Update: updated data sharing contract intended to be rolled out from 1 May 2013.)	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. (Update: Clare Sanderson agreed to contact the HRA CAG secretariat to request that this be included on the agenda for the next CAG meeting)	Clare Sanderson
260712-f1 (ongoing)	Diane Pryce and Louise Dunn to look into finding a technical solution for sharing DAAG documents. (Update: Diane Pryce meeting with the DAIS team by the beginning of May 2013.)	Diane Pryce and Louise Dunn
240413-c1	Diane Pryce and Clare Sanderson to discuss differences between the application process in Scotland and England, and consider meeting with NHS Scotland.	Clare Sanderson
240413-c2	Mark Davies to contact Professor Sir Bruce Keogh regarding the need to inform consultants that their data will be used to monitor excess mortality in acute trusts.	Mark Davies